



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Planning and Community Committee**

Councillors P. Wicks (Chairman); K. Baker; D. Bragg; J. Cheng; C. Jewell; M. Nagra;
J. Sartorel; R. Skegg; B. Soane;

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at the Oakwood Centre at 7:45 pm on Tuesday 14 June 2022, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

Deborah Mander
Town Clerk

A G E N D A

At 7:45pm, immediately prior to the commencement of the meeting, a representative from the Thames Valley Police Woodley Policing team is aiming to be in attendance to discuss the matter of dangerous e-scooting and cycling in Woodley Precinct with Members.

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members on agenda items.

3. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 17 MAY 2022**

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To approve the minutes of the Planning and Community Committee meeting held on 17 May 2022 and for the Chairman to sign them as a true record.

4. **CURRENT PLANNING APPLICATIONS**

To consider current planning applications and agree comments to be forwarded to the planning authority. ***(Appendix 4)***

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5. **PLANNING DECISIONS**
To note information on decision notices received from the planning authority since the last meeting. *(Appendix 5)* Page 13
6. **PRIOR APPROVAL SUBMISSION**
This type of application does not require consultation.

To note application 221522:
Location: Units 1, 2 and 3, 59 Crockhamwell Road, Woodley, Wokingham, RG5 3JP
Proposal: Prior approval submission for the proposed addition of 2 no. additional storeys (second floor and roof space) to the existing terraced commercial building to provide 9 no. residential units.
7. **TREE PRESERVATION ORDERS**
Applications for works to trees
This type of application does not require consultation.

To note application 221183:
Location: TPO 878/1997, GROUP 1: Land on railway verge to east of Parker Court, Station Road, Earley, Reading, RG6 7DY.
Proposal: T1, Black Poplar – Crown reduction by 10m off top (pollard) and 5m off sides and long lateral limbs. Canopy growing towards power lines to be left due to previous works.

To note application 221623:
Location: TPO 1849/2022, WOODLAND 1: Land to the rear of, 14 Mollison Close, Woodley, Wokingham, RG5 4XG.
Proposal: G1, Mixed Species – Cut back canopy overhanging the garden of no. 14 Mollison Close by approx. 3 metres.
8. **BUDGETARY CONTROL**
To note **Report No. PC 2/22.** Page 15
9. **LODDON PARK BAILEY BRIDGE**
To note the reply received from Wokingham Borough Council regarding the Town Council's request that WBC utilise the £30k original provided as part of the Sandford Park development to provide a pedestrian bridge across the River Loddon, as circulated to Members of the Committee on 18 May 2022. *(Appendix 9)* Page 16
10. **CITIZEN'S AWARDS 2023**
To consider **Report No. PC 3/22.** Page 18
11. **COMMUNITY SPEEDWATCH**
To receive an update on the Town Council's Community Speedwatch Group from Councillor David Bragg.
12. **EARLEY STATION FOOTBRIDGE**
To receive an update on the Earley Station Footbridge project from Councillor Philip Wicks.
13. **COMMUNITY ISSUES**
To discuss and consider any recent community issues noted by Members.

14. **HIGHWAYS ISSUES**

To discuss and consider any recent highway issues noted by Members.

15. **PUBLICATIONS/INFORMATION**

To note receipt of the following:

- CCB eBulletin – May 2022
- Me2 Club Newsletter – May 2022
- The Wokingham Volunteer Centre Jubilee Newsletter

16. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

17. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

18. **ENFORCEMENT ISSUES**

a) To note the enforcement notifications listed in ***Appendix 18a.***

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b) To note the enforcement case closures listed in ***Appendix 18b.***

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Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 17 May 2022 at 7:45 pm

Present: *Councillors: P. Wicks (Chairman); D. Bragg; J. Cheng; C. Jewell; R. Skegg;*

Officers present: *K. Murray, Deputy Town Clerk; M. Filmore, Committee Officer;*

Also present: *1 member of the public*

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

The Deputy Town Clerk asked for nominations for the position of Chairman of the Planning & Community Committee for the 2022/23 municipal year.

It was proposed by Councillor Cheng, seconded by Councillor Bragg, and

RESOLVED:

- ◆ That Councillor Wicks be appointed to the position of Chairman of the Planning & Community Committee for the 2022/23 municipal year.

Voting: For: 4 Against: 0 Abstentions: 0 No Vote Recorded: 1

It was proposed by Councillor Bragg, seconded by Councillor Wicks, and

RESOLVED:

- ◆ That Councillor Cheng be appointed to the position of Vice Chairman of the Planning & Community Committee for the 2022/23 municipal year.

Voting: For: 4 Against: 0 Abstentions: 1 No Vote Recorded: 0

2. **APOLOGIES**

Apologies for absence were received from Councillors Nagra, Sartorel and Soane.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 26 APRIL 2022**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 26 April 2022 be approved and be signed by the Chairman as a true and accurate record.

5. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.

6. **PLANNING DECISIONS**

RESOLVED:

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

7. **TREE PRESERVATION ORDERS**
Applications for works to trees

RESOLVED:

- ◆ To note application 221132:
Location: TPO 0003/1951, WOODLAND 3: Malone Park, Land rear of 7 Jerome Road, Woodley, RG5 3NH.
Proposal: T1, Maple – Re-pollard to previous pollard points.
- ◆ To note application 221316:
Location: TPO 0003/1951, WOODLAND 3: 68 Fairwater Drive, Woodley, RG5 3JB.
Proposal: T1, Oak – Remove dead branch caught in canopy and removal of major deadwood over 50mm in diameter; removal of 1 no. secondary branch overhanging the garden of no. 70 Fairwater Drive.
- ◆ To note application 221408:
Location: TPO 170/1980, AREA 3: 11 Anthian Close, Woodley, RG5 4XA.
Proposal: T1, Oak - Crown reduction to the SW and NW side by approx. 1.75-2m in spread to result in an approx. radial crown spread to North of 6m, East of 8m, South of 6.5m and West of 6m. Remove 2 no. lowest limbs on the West side; remove 1 no. lowest limb on the SW side. Crown clean by removing internal epicormic growth up to 7m. Crown lift to approx. 6.5m by removing secondary growth only where possible.
T2, Oak – Crown lift to approx. 6.5m by removing secondary growth only where possible.

8. **SANDFORD PARK BAILEY BRIDGE**

The Committee Officer highlighted the main points raised in Wokingham Borough Council's response regarding the lack of access across Sandford Park Bailey Bridge.

Members noted that the argument against increasing usage was spurious as the land can already be accessed via public rights of way. Members commented that the £30k provision from the developer which was included in the planning permission was for the benefit of Woodley residents, and that by using that money elsewhere Woodley residents would miss out. It was noted that, whilst £30k may not be a lot of money to repair the bridge, it was originally expected that Wokingham Borough Council would contribute additional funds.

RESOLVED:

- ◆ To note the response received from Wokingham Borough Council regarding public access across Sandford Park Bailey Bridge.
- ◆ To write to Wokingham Borough Council to highlight the Town Council's concerns and request that the £30k, plus any additional contribution required from the Borough Council, be used to build a new bridge which provides access across the river.

9. **COMMUNITY SPEEDWATCH**

Councillor Bragg provided the Committee with an update regarding Speedwatch.

He confirmed that the software required to operate the Council's Data Logger had now been downloaded to a laptop, but there was an issue connecting the Data Logger. Councillor Bragg confirmed he would be collecting the equipment in the next day or so and would then attempt to resolve this issue with a view to getting the Data Logger up and running shortly.

Councillor Bragg confirmed that a new email address had been set up for future correspondence regarding Speedwatch – david.bragg-speedwatch@woodley.gov.uk. An email will now be sent out to those who expressed an interest in volunteering. Councillor Bragg advised members that at least two volunteers must have undertaken the training and passed the tests in order to undertake Speedwatch activities, and that it was likely this wouldn't be before August.

It was noted that Speedwatch activity had been seen being conducted by the Bulmershe and Whitegates Speedwatch Group in Fosters Lane. A query was raised regarding whether this activity would be invalid if Speedwatch signage was not in place. Members noted that, for Speedwatch activities to be valid, signage needs to be in place on every highway entering the area, or a temporary sign can be installed within a specific distance of the activity.

10. **EARLEY STATION FOOTBRIDGE UPDATE**

Councillor Wicks confirmed that he was waiting details of the next meeting regarding the bridge from Wokingham Borough Council. He also noted that an inspection of the footbridge is due to take place this year but he is unaware of the date.

RESOLVED:

- ◆ To contact Wokingham Borough Council to request details of when the next meeting regarding the footbridge is planned, and to confirm if and when a date has been set for an inspection of the footbridge.

11. **COMMUNITY ISSUES**

The Committee Officer advised that, following the last meeting of the Committee, he had written to Thames Valley Police requesting a member of the Woodley Policing Team attend a future meeting of the Committee to discuss the issue of dangerous e-scooting and cycling in the Woodley precinct.

The Committee Officer confirmed he had received a response from Thames Valley Police, which he read out. Their response advised that they had seen an increase in the use of e-scooters across the area, and had conducted a local operation targeting the illegal use of e-scooters in the Town Centre on 30 April. To date, Thames Valley Police's approach has been one of education, but they stated that they now feel that a move forwards to enforcement is required. The responses confirmed that an officer will try to attend the Committee meeting due to be held on 14th June.

RESOLVED:

- ◆ To reply to Thames Valley Police to confirm their attendance at the next meeting.

12. **HIGHWAYS ISSUES**

Councillor Wicks highlighted the poor state of roads across Woodley, but noted that he had seen signage in the area relating to repairs.

13. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - The Woodley Volunteer Centre eNews – May 2022
 - Me2 Club Newsletter – March 2022

14. **FUTURE AGENDA ITEMS**

Councillor Jewell updated Members on her site visit Bulmershe SULV with the Friends of Bulmershe Open Space, Earley Town Council and Wokingham Borough Council representatives. The visit was to discuss plans to plant trees on the open space to enhance and protect the area. Councillor Jewell confirmed that Wokingham Borough Council were supportive of this plan and had made an offer to provide a number of trees for this. It was noted that the trees provided would be around 1m high.

Councillor Jewell requested that this matter be added to a future agenda for the Committee as it would affect the Town Council, although she noted that any progress was unlikely to happen quickly.

15. **PUBLICITY/WEBSITE**

There were no suggestions for publicity or website items.

16. **ENFORCEMENT ISSUES**

Members commented that there had appeared to be lots of retrospective planning applications being made after work has been started or completed. Members noted that the public are not always aware of the requirement to seek planning permission for certain types of development, but that it should be the responsibility of their architect or designer to advise them, in line with the Construction (Design and Management) Regulations 2015. Members suggested that some publicity be put out by the Town Council to advise people of their duty to seek planning permission.

RESOLVED:

- ◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.
- ◆ To publicise the need for residents to seek planning permission for certain development.

The meeting closed at 20:30 pm

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 17 May 2022

Application No. & Address	Proposal
220535 92 Loddon Bridge Road, Woodley, RG5 4AN	Application to vary condition 9 of planning consent 211870 for the proposed subdivision of the site and erection of a 3 no. bedroom dwelling with associated parking and shared access, following demolition of existing rear outbuilding. Condition 9 refers to the protection of trees and the variation is to substitute the Arboricultural Method Statement with a Tree Protection Plan. We have received revised/additional plans for the above application. The revised details show: Revised description to state the application is to vary condition 9 of planning consent 211870 to substitute the Arboricultural Method Statement with a Tree Protection Plan. Additional Tree Protection Plan received.
Observations: The Planning & Community Committee have considered this application and have recommended it be refused, and that condition 9 as contained in the original planning consent (211870) be retained.	
220938 The Wing, Sandford Manor, Sandford Lane, Woodley, RG5 4SY	Householder application for the proposed erection of a two storey detached garage to the front of the property, following demolition of existing detached garage.
Observations: No objections.	
221125 27 Wyndham Crescent, Woodley, RG5 3AY	Householder application for the proposed conversion of the garage to create habitable accommodation to include changes to fenestration.
Observations: No objections.	
221206 33 Telford Crescent, Woodley, RG5 4QT	Householder application for the proposed garage conversion into habitable space, installation of new window in the first floor ensuite and associated changes to fenestration.
Observations: No objections.	
221222 52 Walmer Road, Woodley, RG5 4PN	Householder application for the proposed single storey, rear extension with pitched roof, side extension to existing garage and changes to fenestration.
Observations: No objections.	

<p>221256 137 Loddon Bridge Road, Woodley, RG5 4AG</p>	<p>Householder application for the proposed single storey rear and side extension following demolition of existing conservatory.</p>
<p>Observations: The Planning & Community Committee have considered this application and have no objections, subject to a condition that the 400mm gap between this address and the neighbouring property be retained.</p>	
<p>221278 1 Beaver Way, Woodley, RG5 4UD</p>	<p>Householder application for the proposed conversion of existing garage to create habitable accommodation, single storey rear extension, first floor side extension, changes to fenestration plus 1no. rooflight.</p>
<p>Observations: The Planning & Community Committee have considered this application and have no objections, although wished to highlight that the requirement to have obscure glass in the bedroom / study suggests this is not a good design.</p>	

Woodley Town Council

PLANNING APPLICATIONS

Application No. & Address	Proposal
221373 146 Butts Hill Road, Woodley, RG5 4NY	Householder application for the proposed erection of a two storey side and rear extension and roof space conversion to dwelling following demolition and removal of existing garage
221385 54 Hazel Drive, Woodley, RG5 3SA	Householder application for the proposed erection of a single storey side and rear extension following demolition of existing detached garage, plus new hardstanding to front and an increase in the width of the existing dropped kerb.
221397 7 The Ridgeway, Woodley, RG5 3QD	Full application for the proposed subdivision of the site and erection of a 4 no. bedroom detached dwelling with associated access and parking, following demolition of the existing detached garage
221416 4 Bosworth Gardens, Woodley, RG5 3RS	Householder application for the proposed erection of a single storey front extension to form porch, and two storey side/rear extension, including the insertion of 2no. juliet balconies.
221422 184 Loddon Bridge Road, Woodley, RG5 4AA	Application to vary condition 2 of planning consent 200824 for the variation of condition 2 of planning consent 192193 for the full application for the erection of 2no. 2 bedroom semi detached dwellings and 1no. 2 bedroom bungalow following demolition of existing buildings. Condition 2 refers to Approved Details and the variation is to change the elevations, floor plans and block plans including an increase in the roof height of all three dwellings by 500mm. 221422 refers to Condition 2 refers to (Approved details) and the variation is alterations to plots 1,2 and 3 including changes to fenestration the roof and additional rooflights.
221500 16 Fawcett Crescent, Woodley, RG5 3HU	Householder application for the proposed erection of a single storey side and rear extension.
221508 16 Crockhamwell Road, Woodley, RG5 3LF	Householder application for the proposed erection of 2no rear facing flat roof dormers, 1no front facing pitched roof dormer, and erection of front side boundary wall to match existing boundary wall, following demolition of 3no existing rear dormers.
221521 22 Mollison Close, Woodley, RG5 4XG	Householder application for the proposed part conversion of the existing garage to create a utility room.
221523 5 Mollison Close, Woodley, RG5 4XG	Householder application for the proposed part conversion of the garage, including associated changes to fenestration, and the removal of a window to the side elevation.
221534 33 Walmer Road, Woodley, RG5 4PN	Householder application for the proposed erection of a single storey front extension to form new porch, single storey rear extension, part loft conversion to create habitable accommodation, including the insertion of 1no. dormer, plus part garage conversion to create habitable accommodation.
221557 62 Reading Road, Woodley, RG5 3DB	Full application for the proposed subdivision of the site and erection of a detached 3 no. bedroom dwelling following demolition of existing detached garage, with associated parking.

<p>221568 6 Godstow Close, Woodley, RG5 4LE</p>	<p>Householder application for the proposed garage conversion into habitable space and erection of a single storey rear extension to include 2no rooflights, following demolition of the existing conservatory.</p>
<p>221632 78 Loddon Bridge Road, Woodley, RG5 4AN</p>	<p>Householder application for the proposed erection of a single storey rear extension following demolition of the existing conservatory, including a partial conversion of the garage.</p>
<p>221648 26 Cottesmore Road, Woodley, RG5 3NX</p>	<p>Householder application for the proposed erection of a single storey rear extension and garage conversion, including interior alterations.</p>
<p>221658 37 Butts Hill Road, Woodley, RG5 4NJ</p>	<p>Householder application for the proposed two storey front porch extension, single storey rear extension, first floor rear extension to include 1no. Juliet balcony plus changes to fenestration following demolition of existing conservatory.</p>
<p>221666 82 Fairwater Drive, Woodley, RG5 3JB</p>	<p>Householder application for the proposed first storey rear extension and a single storey front extension following demolition of the existing canopy porch.</p>

Woodley Town Council

PLANNING DECISIONS

REFUSED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
None	

REFUSED – ENDORSING TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220133 101 and 101A Pound Lane, Sonning, RG4 6GG	Outline application for the proposed erection of a 4 storey 70 Bedroom care home with associated parking and servicing following demolition of the existing 2No dwellings and out buildings (Access, scale, Layout and Design to be considered).
220659 4 Woodland Close, Woodley, RG5 4FG	Full application for the proposed change of use of amenity land to residential and construction of new boundary wall to side of property.

APPROVED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220239 7 Woodlands Avenue, Woodley, RG5 3HN	Householder application for the proposed part ground floor part first floor rear extension, insertion of Juliet balcony, 2no. Dormers, 10no. Rooflights, changes to fenestration plus conversion of loft to create habitable accommodation.
220535 92 Loddon Bridge Road, Woodley, RG5 4AN	Application to vary condition 9 of planning consent 211870 for the proposed subdivision of the site and erection of a 3 no. bedroom dwelling with associated parking and shared access, following demolition of existing rear outbuilding. Condition 9 refers to the protection of trees and the variation is to substitute the Arboricultural Method Statement with a Tree Protection Plan (part retrospective).
220934 Loddon Vale House, Hurricane Way, Woodley, RG5 4UX	Full application for the proposed erection of a three storey linked extension to the east wing of existing building to provide 2no residential dwellings.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION

Reference / Address	Proposal
220550 55 South Lake Crescent, Woodley, RG5 3QN	Full application for the proposed erection of 1no. 4 bedroom dwelling, with associated parking and amenity space.
220617 15 Wroxham Road, Woodley, RG5 3AX	Householder application for the proposed erection of a single storey front extension to create a porch, erection of a single storey rear extension, conversion of loft to create habitable accommodation and the insertion of 1 no. front dormer and 1 no. rear dormer, plus the insertion of 2 no. rooflights and 1 no. Juliet balcony to rear.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION cont...

220646 80 Malone Road, Woodley, RG5 3NJ	Householder application for the proposed single storey rear extension and single storey side extension with 3No roof lights to include changes to fenestration.
220894 24 Redwood Avenue, Woodley, RG5 4DR	Householder application for the proposed erection of a part single storey, part two storey side/rear extension, following demolition of existing garage.
220899 239 Loddon Bridge Road, Woodley, RG5 4BN	Householder application for the proposed erection of a single storey side extension, plus alterations and conversion of existing garage to habitable space and changes to fenestration.
221036 55 Rowan Drive, Woodley, RG5 4LN	Householder application for the proposed single storey side extension forming garage.
221052 25 Woodlands Avenue, Woodley, RG5 3HN	Householder application for the proposed erection of a pitched roof front canopy, erection of new porch, single storey rear extension, loft conversion to create habitable accommodation, insertion of 3no. rooflights and 5no. dormers, plus hip to gable roof extension, following demolition of existing outbuilding to the rear.
221125 27 Wyndham Crescent, Woodley, RG5 3AY	Householder application for the proposed conversion of the garage to create habitable accommodation to include changes to fenestration.
221144 14 Godstow Close, Woodley, RG5 4LE	Householder application for the proposed garage conversion into habitable space and associated changes to fenestration.
221146 163 Colemans Moor Road, Woodley, RG5 4DB	Householder application for the proposed erection of a single storey rear extension.
221165 6 Hanwood Close, Woodley, RG5 3AB	Householder application for the erection of a first floor rear extension. (Retrospective)
221193 232 Loddon Bridge Road, Woodley, RG5 4BS	Householder application for the proposed erection of a single storey rear extension, including the demolition of the existing external shed.
221206 33 Telford Crescent, Woodley, RG5 4QT	Householder application for the proposed garage conversion into habitable space, installation of new window for the first floor ensuite and associated changes to fenestration.

PLANNING AND COMMUNITY COMMITTEE

BUDGETARY CONTROL

2022/2023 Report PC 2/22

Expenditure	Budget	Actual Exp	Actual Exp	Actual Exp	
Description	2022/23	as at	as at	as % of	
		31/05/2021	31/05/2022	Budget	
ANNUAL GRANTS	34,800	9,500	20,050	57.61%	ARC & Wokingham Volunteer Centre at 100%. Others at 50%
Total	34,800	9,500	20,050	57.61%	

Month 2 = 16.67%

Income	Budget	Actual Exp	Actual Exp	Actual Exp	
Description	2022/23	as at	as at	as % of	
		31/05/2021	31/05/2022	Budget	
Total	0	0	0	0.00%	
Net	34,800	9,500	20,050	57.61%	

Month 2 = 16.67%

RE: Loddon River pedestrian bridge

From: Andrew Fletcher [REDACTED]

To: Matthew Filmore <matthew.filmore@woodley.gov.uk>, Andy Glencross [REDACTED]

Cc: Kevin Murray <kevin.murray@woodley.gov.uk>, Francesca Hobson [REDACTED]

Date: 18/05/2022 4:36 PM

Dear Matthew,

Thank you for your email below. I note the Council's comments and request below however unfortunately I must advise that building a new bridge over the Loddon would not overcome the problem. There are a number of constraints that prevent us from undertaking the works and I have detailed these below.

1. Landowner consent is still required for a new bridge

Building a second bridge would not overcome the issue because landowner consent would still be required; Summerleaze own the land over which St Nicholas Hurst Footpath 30 runs right up to the riverbank and whilst the river itself is unregistered it is likely that they own up to the centre of the river. Landowner consent would be required to create a new route over this land, even over the river. In addition to this, whilst the surface of the footpath is vested in the Council as the highway authority this does not grant us automatic powers to widen or extend this public right or create new links into the path. As I have stated below Summerleaze have made it clear that they would not be willing to allow access, even if the bridge was refurbished or replaced to bring it into a suitable condition for use.

1. Costs of the bridge

Even if consent was able to be achieved, we do not have any allocated budget at this time to build a new bridge in this location. Our current estimate is that a new bridge over the River Loddon is likely to cost in the region of £500-600k (based on the estimated costs for the Bader Way bridge being planned at Winnersh).

1. Time restrictions for holding the developer funds.

We are only able to hold the developer funds for a maximum of 10 years, after this time the funds must be returned to the developer. The funds need to be returned in 2024. We are not able hold on to the funds indefinitely until sufficient resources are found to build a new bridge. This is why we have agreed with the developer to use the funds elsewhere instead of giving it back.

I trust that this helps to answer the queries below, but if you have any questions at all please do not hesitate to contact me.

Thanks and Best Regards

Andrew Fletcher

Green Infrastructure Manager

Wokingham Borough Council | Civic Offices | Shute End | Wokingham | Berkshire | RG40 1BN

Mobile [REDACTED]

Email [REDACTED]

Website www.wokingham.gov.uk

Private: Information that contains a small amount of sensitive data which is essential to communicate with an individual but doesn't require to be sent via secure methods.

From: Matthew Filmore <matthew.filmore@woodley.gov.uk>

Sent: 18 May 2022 10:06

To: Andrew Fletcher [REDACTED]; Andy Glencross
[REDACTED]

Cc: Kevin Murray <kevin.murray@woodley.gov.uk>; Francesca Hobson
[REDACTED]

Subject: Re: Loddon River pedestrian bridge

Hi Andrew / Andy,

Members of the Planning & Community Committee considered your response at their meeting last night.

Members noted that the original planning permission had included the provision of £30k from the developers in order to provide access across the River Loddon via the Sandford Park Bailey Bridge. Members also stated that they believed it had always been the intention that WBC may have to add additional funds to the £30k as this amount was not felt to be enough in order to repair the bridge.

Members noted that the intention of this provision was to provide access across the River Loddon for the benefit of Woodley residents. They feel strongly that, by amending the planning permission and moving that money elsewhere, once again Woodley residents will miss out on something which had been promised to them by WBC.

Members requested that I write to you formally to ask that WBC use the £30k, along with any other top-up funds required, in order to provide access across the River Loddon. Assuming, as was suggested in your response, this is not possible via the Sandford Park Bailey Bridge due to access issues, Members asked that this be arranged by the provision of building a new bridge across the river.

Thank you for your consideration of this matter, and I look forward to your response.

Kind regards,

Matthew Filmore

Committee Officer

Woodley Town Council

The Oakwood Centre, Headley Road

Woodley, Berkshire, RG5 4JZ

Tel: 0118 9690356

CITIZEN'S AWARDS REVIEW

REPORT OF THE COMMITTEE OFFICER

Purpose of Report

To ask Members to consider the proposed name and guidelines changes to the Citizens' Awards.

Background

A review was taken by Officers following the Citizens Awards Ceremony 2022 to consider possible improvements for future years.

In 2022, an individual who had previously received an award was nominated again for the same voluntary work. There was a belief that individuals could not receive an award where they had been awarded previously however this is not stipulated in the current guidelines. Committee Members subsequently determined the new nomination to be unsuccessful.

The current award guidelines specify that awards are to be made to individuals. There is no mechanism to recognise the work of voluntary organisations and groups. In 2022, two individuals from the same organisation received awards. They commented that the award would've been more appropriate to have been given to all of the organisation's committee members.

The current award guidelines do not stipulate the number of awards made each year. Whilst this gives Members the flexibility to award to any nominee they deem worthy, regardless of the number of nominations received, having no limit to the number of awards made means:

- It is difficult to budget for the event
- The cost of the event will increase depending on the number of awards given
- A higher number of winners would reduce the number of guests a winner can invite to celebrate with them, a number already restricted by venue capacity
- Providing a higher number of awards might decrease the significance of those given

Nominations are often received from the same individuals each year. Officers believe the name 'Citizens' Awards' may not clearly reflect the purpose of the awards so as to ensure other members of the public are engaged in the nomination process.

The current Citizens' Awards Guidelines, as provided on the first page of the nomination form, can be found in **APPENDIX A**.

Proposals

It is proposed that the name of the 'Citizens' Awards' be changed to the 'Woodley Community Heroes Awards' to better reflect the purpose of the awards and to improve community engagement with the nomination process.

Alongside the name change, it is proposed that the award guidelines are also amended to reflect the following changes:

- To permit the nomination of voluntary organisations and groups
- To prohibit individuals and organisations who have previously received awards from receiving another award for the same or similar voluntary activities, whilst allowing them to receive a further award if the voluntary activities for which they are nominated differ significantly

- To set six Community Heroes Award categories against which awards will be given each year, namely:
 - Neighbour of the Year
 - Volunteer of the Year
 - Voluntary Group of the Year
 - Climate Champion of the Year
 - Young Person of the Year
 - Mayor's Outstanding Contribution Award

It should be noted that, whilst it is recommended that six categories be set against which awards will be given, the proposed guidelines do not prevent multiple awards being given within a particular category, nor that no award be made within a particular category should no suitable nomination be received.

The proposed amended Community Heroes Awards guidelines can be found in **APPENDIX B**.

Impacts

Resources
Limiting the number of awards given will ensure budgeting for the event can be accurate, as well as ensuring the staff resource needed to prepare for the event can be appropriately managed alongside other work requirements.
Equality
The proposed changes are not envisaged to have any Equality impact.
Environmental
There are no significant environmental impacts to these proposals. However, limiting the number of awards given will potentially reduce the environmental impact of making, engraving and delivering additional awards.

Recommendations:

- ◆ **That Members note the information contained in the report.**
- ◆ **That Members consider the following changes, individually:**
 - **To changing the name of the ceremony to the 'Woodley Community Heroes Awards'**
 - **To permit the nomination of voluntary organisations and groups**
 - **To prohibit those who have previously won awards from receiving another award for the same or similar voluntary activities**
 - **The set five Community Heroes Award categories against which awards will be given – namely 'Neighbour of the Year', 'Volunteer of the Year', 'Voluntary Group of the Year', 'Young Person of the Year', and 'Mayor's Outstanding Contribution Award'.**



Citizens' Awards Nomination Form

Each year, Woodley Town Council celebrates the work of people who help others and contribute to our community at its Citizens' Awards ceremony.

The Mayor will present the awards at a Civic Reception, to which the award winners, their family and friends, and the nominators are invited. The next Citizens' Awards ceremony will be on **Friday 1st April 2022**.

The awards are for individuals whose good works benefit an individual or organisation in Woodley. They can be good neighbours, or people who carry out voluntary work, or who care for people in our community. Nominees can be any age and there is a youth category for nominees aged 19 or under.

If you know someone you think deserves recognition for their work in our town you can make a nomination by filling in this form and returning it to the Council offices by **Friday 21st January 2022**.

The guidelines for nominations are provided below:

- No serving Town Councillor or Officer may make or receive an award.
- A nominee cannot be nominated for their work in a field in which they are also in paid employment.
- A nominee must have made a significant contribution to an individual, a group of people or an organisation in Woodley.
- Nominations will be accepted for nominees living outside Woodley, as long as the main focus of their good works is to the benefit of a person or people living in Woodley.
- Nominees can be any age.
- Nominees for the youth award must be aged 19 or under at the time of making the nomination.
- Any canvassing of members of the committee that considers the nominations will result in that nomination not being considered.
- The decision of the committee on the awards is final and no correspondence will be entered into regarding any decision.
- Nomination forms must be completed by two nominators.

***For further information please contact Matthew Filmore, Committee Officer:
0118 9690356 / matthew.filmore@woodley.gov.uk***

Citizens' Community Heroes Awards Nomination Form

Each year, Woodley Town Council celebrates the work of people **and organisations** who help others and contribute to our community at its Citizens' Community Heroes Awards ceremony.

The Mayor will present the awards at a Civic Reception, to which the award winners, their family and friends, and the nominators are invited. The next Citizens' Community Heroes Awards ceremony will be on **[DATE]**.

The awards are for individuals **and organisations** whose good works benefit an individual or organisation in Woodley. They can be good neighbours, or people **or organisations** who carry out voluntary work, or **those** who care for people in our community. Nominees can be any age and there is a youth category for nominees aged 19 or under.

Community Heroes Awards are presented in six categories, as follows:

- **Community Heroes - Neighbour of the Year** – Awarded to an individual who has, independently (ie not part of a wider charity organisation) provided exceptional care and support to a Woodley resident or residents within their local community
- **Community Heroes - Volunteer of the Year** – Awarded to an individual who has, as part of a voluntary or charity organisation, provided exceptional support to the activities of the organisation, making a difference to residents of Woodley
- **Community Heroes - Voluntary Group of the Year** – Awarded to an organisation that has provided exceptional support and services to Woodley residents
- **Community Heroes - Climate Champion of the Year** – Awarded to an individual, organisation or group that has made a significant contribution to climate change and / or initiatives within the area
- **Community Heroes - Young Person of the Year** – Awarded to an individual aged 19 or under who, through voluntary activities, has made an exceptional contribution to the Woodley community
- **Community Heroes - Mayor's Outstanding Contribution Award** – Awarded by the Mayor to an individual or organisation who they feel have provided an outstanding contribution to the community

If you know ~~someone~~ **an individual or organisation** you think deserves recognition for their work in our town you can make a nomination by filling in this form and returning it to the Council offices by **[DATE]**.

The guidelines for nominations are provided below:

- No serving Town Councillor or Officer may make or receive an award.
- ~~A nominee~~ **Nominees** cannot be nominated for their work in a field in which they are also in paid employment.
- ~~A nominee~~ **Nominees** must have made a significant contribution to an individual, a group of people or an organisation in Woodley.
- Nominations will be accepted for nominees living outside Woodley, as long as the main focus of their good works is to the benefit of a person or people living in Woodley.
- Nominees can be any age.
- Nominees for the youth award must be aged 19 or under at the time of making the nomination.
- **Nominees who have received an award in a previous year are not eligible to receive a further award in recognition of the same or similar voluntary activities. However, nominees may receive further awards where they are nominated for significantly different voluntary activities. This decision will be up to the discretion of the committee that considers the nominations.**
- Any canvassing of members of the committee that considers the nominations will result in that nomination not being considered.
- The decision of the committee on the awards is final and no correspondence will be entered into regarding any decision.
- Nomination forms must be completed by two nominators.

***For further information please contact Matthew Filmore, Committee Officer
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ENFORCEMENT NOTIFICATIONS - 14 JUNE 2022

36 Malone Road, Woodley, Wokingham, RG5 3NJ

Unauthorised building at rear & change of use of premises to business

48 Woodwaye, Woodley, Wokingham, RG5 3HB

A 6ft high fence is being erected in the front garden

124 Nightingale Road, Woodley, Wokingham, RG5 3LZ

6ft fence erected adjacent to highway without planning permission

12 Sandford Drive, Woodley, Wokingham, RG5 4RR

Juliette balcony at the back without planning permissions

53 Woodlands Avenue, Woodley, Wokingham, RG5 3HF

Large building in rear garden without planning permissions

ENFORCEMENT CLOSURES - 14 JUNE 2022

184 Loddon Bridge Road, Woodley, Wokingham, RG5 4AA

Additional window installed into rear of property

Application submitted

Land to the South of Sandford Farm Cottage, Perimeter Road, Woodley, RG5 4SU

TPO trees removed without permission

No breach

51 Antrim Road, Woodley, Wokingham, RG5 3NT

Build appears to be too close to neighbour not in line with 210311

No breach

Unauthorised building work

Large building has been partly built in rear garden without planning permission

No breach