



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; K. Gilder; C. Jewell;
D. Mills; M. Nagra; S. Rahmouni; R. Skegg

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at 7:45 pm on Tuesday 3 November 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

Deborah Mander
Town Clerk

A G E N D A

The Chairman will ask for a minute's silence in memory of Councillor John MacNaught.

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 6 OCTOBER 2020** Page 5
To approve the minutes of the Planning and Community Committee meeting held on 6 October 2020 and for the Chairman to sign them as a true record.
4. **MINUTES OF URGENCY COMMITTEE MEETING - 5 OCTOBER 2020** Page 13
To note the minutes of the Urgency Committee meeting that took place on 5 October 2020. **(Report No. PC 6/20)**
5. **CURRENT PLANNING APPLICATIONS** Page 19
To consider current planning applications and agree comments to be forwarded to the planning authority. **(Appendix 5)**

6. **PLANNING DECISIONS**

To note information on decision notices received from the planning authority since the last meeting. (***Appendix 6***)

7. **NEIGHBOUR CONSULTATION SCHEME**

This type of application only requires consultation with adjoining neighbours of the site.

To note application 202709

Location: 32 Colemans Moor Lane, Woodley, RG5 4BT.

Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.47m, for which the maximum height would be 3.15m and the height of the eaves 2.9m.

To note application 202724

Location: 10 Crediton Close, Woodley, RG5 4DQ.

Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.31m, for which the maximum height would be 3.5m and the height of the eaves 2.51m.

To note application 202785

Location: 70 Colemans moor Lane, Woodley, RG5 4BT.

Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6m, for which the maximum height would be 3.25m and the height of the eaves 3m.

8. **TREE PRESERVATION ORDERS**

a) **Applications for works to trees**

This type of application does not require consultation.

To note application 202541

Location: TPO 173/1980: 1 Keane Close, Woodley.

Proposal: To selectively prune one Oak tree.

To note application 202544

Location: TPO 173/1980: 2 Keane Close, Woodley.

Proposal: To selectively prune one Oak tree.

To note application 202617

Location: TPO 78/1975: 21 Duffield Road, Woodley.

Proposal: To selectively prune one Ash tree.

To note application 202619

Location: TPO 665/1994: 10 Tiverton Close, Woodley.

Proposal: To fell one Norway Maple tree.

To note application 202630

Location: TPO 1745/2020: 263 Loddon Bridge Road, Woodley.

Proposal: To selectively prune one Birch tree and one Tulip tree.

- b) To note that Wokingham Borough Council has varied the following Tree Preservation Order:
TPO 1717/2020 – relating to trees to the east of 179/181 Headley Road East, Woodley.

The variation alters the species of trees T1 and T3 from Sycamore to Ash.

9. **CYCLING IN WOODLEY WORKING PARTY**

Following the death of Councillor John MacNaught, to note that there are two vacant positions on the Cycling in Woodley Working Party and to consider appointments to the vacant positions.

10. **WOKINGHAM BOROUGH COUNCIL: PROPOSED WAITING RESTRICTIONS - VARIOUS ROADS**

Members are asked to consider the proposal by Wokingham Borough Council to introduce waiting restrictions (double yellow lines) at the following locations:

- At the entrance to Addington School from Woodlands Avenue
- In Loddon Bridge Road, adjacent to and opposite the entrance to Millers Grove
- In Millers Grove
- In Loddon Bridge Road, adjacent to and opposite the entrance to Addington Gardens
- At the western end of Nightingale Road, adjacent to the entrance to the electrical substation.

Maps showing these proposals can be viewed at www.wokingham.gov.uk by searching for "Traffic Regulation Order consultations".

Objections to the proposals must be received by Wokingham Borough Council by 6 November 2020.

11. **READING BOROUGH COUNCIL: CONSULTATION ON DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT**

To note that Reading Borough Council has published a Draft Affordable Housing Supplementary Planning Document for consultation. The document can be viewed on the Reading Borough Council website and responses are required by 13 November 2020.

12. **PUBLICATIONS/INFORMATION**

To note receipt of the following:

- *Connecting Communities in Berkshire E-Bulletin – October 2020*
- *The Link Visiting Scheme Newsletter - Autumn 2020*

13. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

14. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

15. **ENFORCEMENT ISSUES**

To note the enforcement notifications listed in **Appendix 15a** and the enforcement case closures listed in **Appendix 15b**.

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**Minutes of a Meeting of the Planning and Community Committee held remotely
on Tuesday 6 October 2020 at 7:45 pm**

Present: *Councillors: P. Wicks (Chairman); K. Baker; D. Bragg; J. Cheng; C. Jewell;
J. MacNaught; M. Nagra*

Officers present: *L. Matthews, Committee Officer; K. Murray, Deputy Town Clerk*

Also present: *3 members of public*

88. **APOLOGIES**

Apologies for absence were received from Councillors K. Gilder, D. Mills, S. Rahmouni and R. Skegg.

89. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

90. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON
8 SEPTEMBER 2020**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 8 September 2020 be approved and be signed by the Chairman as a true and accurate record.

91. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

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

92. **PLANNING DECISIONS**

RESOLVED:

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

93. **EXISTING LAWFUL DEVELOPMENT CERTIFICATE NOTIFICATION**

RESOLVED:

- ◆ To note application 202509
Location: Sandford Mill, Sandford Lane, Woodley, RG5 4TB.
Proposal: Application for a certificate of existing lawful development for change of use of land to residential curtilage.

94. **TREE PRESERVATION ORDERS**

RESOLVED:

- ◆ To note application 201595
Location: TPO 141/1977, Area 1: 20 Radcot Close, Woodley.
Proposal: To selectively prune one Oak tree.
- ◆ To note application 202278
Location: TPO 4/1961, Area 1: 92 Antrim Road, Woodley.
Proposal: To fell three Scots Pines.
- ◆ To note application 202284
Location: TPO 1153/2006, Group 1: 22 Pitts Lane, Earley.
Proposal: To selectively prune four Oak trees.
- ◆ To note application 202369
Location: TPO 141/1977: 22 Radcot Close, Woodley.
Proposal: To selectively prune one Ash tree.
- ◆ To note application 202384
Location: TPO 170/1980, Area 3: 14 Anthian Close, Woodley.
Proposal: To selectively prune three Oak trees.
- ◆ To note application 202396
Location: TPO 3/1951, Woodland 3: 63 Woodlands Avenue, Woodley.
Proposal: To selectively prune one Oak tree.
To fell one dying Oak tree.
- ◆ To note application 202435
Location: TPO 4/1961, Area 1: 58 Antrim Road, Woodley.
Proposal: To fell one dead Scots Pine.
- ◆ To note application 202495
Location: TPO 173/1980: 2 Keane Close, Woodley.
Proposal: To selectively prune one Oak tree.
- ◆ To note that Wokingham Borough Council had made the following Tree Preservation Order:
TPO 1752/2020 – relating to trees on the land north west of Redwood Lake, Woodley.
This order took effect, on a provisional basis, on 15 September 2020 and would continue in force for 6 months or until the order was confirmed by Wokingham Borough Council.
- ◆ To note that Wokingham Borough Council had confirmed the following Tree Preservation Order:
TPO 1717/2020 – relating to three Sycamore trees to the east of 179/181 Headley Road East.

95. **PROPOSED CHANGES TO THE PLANNING SYSTEM**

At the Planning and Community Committee meeting held on 8 September 2020 (minute number 83), Members had agreed to support Wokingham Borough Council's attempt to reduce the number of homes that would need to be built in Wokingham Borough under the Government's proposed changes to the planning system. A proposed joint response to the Government's white paper consultation, from all the Town and Parish Councils in Wokingham Borough, was drafted by Finchampstead Parish Council. This had been circulated to

Committee members for comment prior to this meeting, as representations were required by 1 October 2020. Nine replies were received from Committee members, as follows:

- 7 supported the letter.
- 1 did not support the letter
- 1 did not express an opinion.

Woodley Town Council was therefore added to the list of signatories to the letter, as attached at **Appendix B**.

96. **CENTRAL AND EASTERN BERKSHIRE AUTHORITIES - JOINT MINERALS AND WASTE PLAN REGULATION 19 PROPOSED SUBMISSION CONSULTATION**

Members noted the correspondence received from Wokingham Borough Council and considered a response to the Joint Mineral and Waste Plan Regulation 19 Proposed Submission consultation.

RESOLVED:

- ◆ To make a "No comment" response to the Central and Eastern Berkshire Authorities Joint Minerals and Waste Plan Regulation 19 Proposed Submission consultation.

97. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - *Connecting Communities in Berkshire E-Bulletin – September 2020*
 - *Me2 Club Newsletter – September 2020*

98. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

99. **PUBLICITY/WEBSITE**

There were no suggestions for items to be publicised.

In reply to a question, the Committee Officer informed Members that any suggestions for items to be included in the Herald could be made under this agenda item or could be sent directly to the Town Clerk.

100. **ENFORCEMENT ISSUES**

The latest enforcement notifications had been received from the planning authority after the agenda had been issued. These would be circulated to Committee members for information and would be listed in the agenda for the next meeting, on 3 November 2020.

The meeting closed at 8:55 pm

6 October 2020

Woodley Town Council

Observations on the following Planning Applications

Application No. & Address	Proposal
201964 64 Headley Road, Woodley, RG5 4JE	Application to vary conditions 2 and 4 of planning consent 191128 for the proposed single storey rear extension, following the demolition of existing garage; conversion of existing loft space to create habitable accommodation plus erection of a side dormer (part retrospective). Condition 2 refers to the approved documents and condition 4 to the restriction of permitted development rights. The variation is to allow the addition of 3 No. rooflights, first floor French doors with a Juliet balcony and a side door.
<p>Observations: One letter of concern had been received regarding this application.</p> <p>The Committee considered the proposal and recommended that the application be refused on the following grounds:</p> <ul style="list-style-type: none"> - The approved drawings of application 191128 provide sufficient windows to give plenty of light to the first floor, and the extra rooflights and first floor French doors are not necessary. 	
202199 29a Warren Road, Woodley, RG5 3AR	Householder application for the proposed erection of a single storey front, side and rear extension with 2 No. rooflights
<p>Observations: No objections.</p>	
202250 30 Shackleton Way, Woodley, RG5 4UT	Householder application for proposed erection of a part single part two storey side extension.
<p>Observations: No objections.</p>	
202293 93 Loddon Bridge Road, Woodley, RG5 4AE	Full application for the proposed change of use from a home office to a Solicitor's Office. (Retrospective)
<p>Observations: No objections.</p>	
202315 299 Loddon Bridge Road, Woodley, RG5 4BE	Householder application for the proposed erection of single storey front extension including new porch, part single and part two storey rear extension with internal alterations and changes to fenestration.
<p>Observations: No objections.</p>	

202317 Sandford Farm, Perimeter Road, Woodley, RG5 4TE	Householder application for the proposed erection of a single storey workshop/store.
Observations: The Committee recommended that this application be refused on the following grounds: <ul style="list-style-type: none"> - The very large size of the proposed workshop/store detracts from the neighbouring properties in this residential area. - Concern that the workshop/store could be put to commercial use. <p>If planning permission is granted, the Committee asked that a condition be imposed stating that the use of the workshop/store must be ancillary to the domestic use of the residential dwelling.</p>	
202326 50 Reading Road, Woodley, RG5 3DB	Householder application for the proposed erection of a single storey rear extension including 1 No. rooflight, Juliet balcony and dropped kerb.
Observations: The Committee did not object to the application, but had the following concerns: <ul style="list-style-type: none"> - Possible damage to the apple tree located close to the extension. - The proposed balcony is very large and unneighbourly. 	
202344 Unit 3, The Point, London Road, Woodley	Full application for the proposed change of use from Class A1 (retail) to Class D1 (veterinary practice).
Observations: No objections.	
202348 26 Nimrod Close, Woodley, RG5 4UW	Application for a certificate of existing lawful development for partial conversion of garage to create habitable accommodation and single storey rear extension.
Observations: No objections.	
202352 7 Sycamore Close, Woodley, RG5 3RY	Householder application for proposed conversion of existing garage to create habitable accommodation.
Observations: No objections.	
202355 15 The Ridgeway, Woodley, RG5 3QD	Householder application for the proposed insertion of 1 No. dormer to the front of the property.
Observations: No objections.	

<p>202373 11 Caldbeck Drive, Woodley, RG5 4LA</p>	<p>Householder application for the proposed erection of a single storey rear extension including 2 No. rooflights, and first floor side/rear extension including 2 No. rooflights.</p>
<p>Observations: No objections.</p>	
<p>202399 36 Wallace Close, Woodley, RG5 3HW</p>	<p>Householder application for the proposed creation of a dropped kerb and installation of hardstanding to create 2 No. parking spaces to the front of the property.</p>
<p>Observations: No objections.</p>	
<p>202413 30 Pitts Lane, Earley, RG6 1BT</p>	<p>ADJOINING PARISH CONSULTATION Application to vary conditions 2, 4 and 7 of planning consent 191011 for the proposed erection of 1 No. 4 bedroom detached house and 2 No. 3 bedroom semi-detached houses with associated parking, access and landscaping. Condition 2 refers to the approved documents, condition 4 to landscaping details and condition 7 to a landscape management plan. The variation is to allow substitution of new plans with updated landscaping details relating to the amenity land east of Plot 3 and changes to the wording of conditions 4 and 7 to be in accordance with these plans and details.</p>
<p>Observations: No comment.</p>	
<p>202430 2 Stonehaven Drive, Woodley, RG5 4DE</p>	<p>Householder application for the proposed erection of a first floor side extension following removal of front dormer window.</p>
<p>Observations: No objections.</p>	
<p>202443 46 Woodlands Avenue, Woodley, RG5 3HJ</p>	<p>Application to vary condition 3 of planning consent 192557 for the proposed part single part two storey rear/side extension to include conversion and extension of existing loft space to create habitable accommodation (3 No. bedrooms and bathroom) and the insertion of 4 No. dormers to side, insertion of pitched roof to front and changes to fenestration to existing bungalow. Condition 3 refers to external materials - the materials to be used in the construction of the external surfaces; and the variation is to use alternative external materials to those described in the original application.</p>
<p>Observations: One letter of concern had been received regarding this application.</p> <p>The Committee considered the proposal and recommended that the application be refused on the following grounds:</p> <ul style="list-style-type: none"> - The proposed external materials are not an acceptable alternative to those described in the original application, with regard to appearance. 	

<p>202464 Unit 2, East Reading Retail Park, Shepherds Hill, Woodley, RG6 1BE</p>	<p>Application to vary condition 19 of planning consent 060681 (F/2006/6775) for the proposed erection of buildings (3 units) for A1 use (amendment to consent F/2004/3647). Condition 19 restricts the types of A1 retail allowed at the site and the variation is to allow unrestricted A1 retail use at Unit 2.</p>
<p>Observations: No objections.</p>	
<p>202470 16 Martinet Road, Woodley, RG5 4TQ</p>	<p>Householder application for the proposed conversion of a garage into a habitable room and the erection of a porch.</p>
<p>Observations: No objections.</p>	
<p>202520 1 Halstead Close. Woodley, RG5 4LD</p>	<p>Householder application for the proposed erection of a single storey side extension.</p>
<p>Observations: No objections.</p>	
<p>202531 2 Penrose Avenue, Woodley, RG5 3PA</p>	<p>Application to vary conditions 2, 3, 4, 5 and 6 of planning consent 201384 for the Full application for the proposed erection of 2 No. semi-detached dwellings (one 3 bed and one 2 bed) with associated parking and gardens, and extended parking area to the front of the existing dwelling. Condition 2 refers to approved details to allow minor material amendment to plot 1, condition 3 refers to construction method statement, condition 4 refers to landscaping details, condition 5 refers to sustainable drainage measures and condition 6 refers to landfill gas and risk assessment details. To allow changes to wording of all the above conditions (2, 3, 4, 5 and 6).</p>
<p>Observations: No objections.</p>	
<p>202557 9 Dowding Close, Woodley, RG5 4NL</p>	<p>Householder application for the proposed erection of a single storey rear extension after the demolition of existing conservatory and proposed erection of a single storey side extension.</p>
<p>Observations: No objections.</p>	

Rt Hon Robert Jenrick MP

29 September 2020

Minister of Housing, Communities & Local Government
House of Commons
London SW1A 0AA

By email to Robert.jenrick.mp@parliament.uk

Dear Sir,

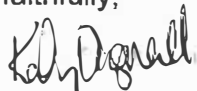
This is a collective response by the seventeen Parish and Town Councils within Wokingham Borough Council (WBC) to the Government's white paper "Planning for the Future" published in August 2020. This sets out potential new planning rules which have mixed benefits although the emphasis on the quality of the design of new houses and the adaptation of designs that blend with local tradition is to be welcomed. Accompanying the main white paper and issued at the same time is the document "Changes to the Current Planning System". This covers many issues of the planning process but the issue that most concerns our parishioners relates to the number of dwellings that Wokingham would be mandated to accommodate in the future.

In past years Wokingham Borough has fully accepted that considerable numbers of additional dwellings will be required, and has risen to the challenge and provided a steady stream of new homes commensurate with the Five Year Land Supply requirement. This has been in spite of developers, in some instances, dragging their feet in commencing house building after planning permission has been granted. The ongoing construction at the current Strategic Development Locations in Wokingham will ensure that this building will continue for the foreseeable future. However, this volume of building has already greatly reduced the availability of green spaces and put severe stress on local infrastructure, particularly roads.

This continued development has been seen by local residents as excessive and WBC has in the past approached the Ministry for Housing Communities & Local Government to request that the required housing numbers be reduced. In 2019 WBC consulted its residents in a house to house poll and 47,000 said that the then proposed 800 homes per annum were too many. Consider their anger therefore when they learn that the number of dwellings to be built in Wokingham per annum, as required by the new proposed formula, is 1600. This is wholly unacceptable as it would mean that two towns the size of Wokingham town would have to be built every 15 years.

We, the towns and parishes of Wokingham, strongly request that the Secretary of State for Housing Communities & Local Government reconsiders the methodology for calculating the Local Housing Need so that a realistic and manageable plan can be put in place, which is both achievable and which does not create more problems than it solves.

Yours faithfully,



Councillor Simon Weeks
Chair, Finchampstead Parish Council

On behalf of the Parish and Town Councils of: Arborfield & Newland; Barkham; Charvil; Earley; Finchampstead; Remenham; Ruscombe; St. Nicholas Hurst; Shinfield; Sonning; Swallowfield; Twyford; Wargrave; Wokingham; Winnersh; Wokingham Without; Woodley.

cc. Rt Hon Theresa May MP; Rt Hon Sir John Redwood MP; Matt Rodda MP; James Sunderland MP.
Cllr John Halsall, Leader of Wokingham Borough Council; Susan Parsonage, Chief Executive, WBC.

**Minutes of the Urgency Committee - held via video conferencing on
Monday 5 October 2020 at 6:00pm.**

Present: *Councillors K. Baker (Chairman); D. Bragg; C. Jewell; D. Mills;
P. Wicks*

Officers Present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk*

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

2. **MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2020**

Members noted the minutes of the meeting held on 22 September 2020.

Under this item the Town Clerk reported that a total sum of £73,504.05 from Earmarked reserves had been identified and added to the Council's general reserve, slightly higher than the figure of £71,893.65 reported in the minutes of the meeting on 22 September 2020.

Under this item Councillor Jewell expressed her disappointment that her comments relating to the use of the Urgency Committee to oversee the Council's financial situation had not been reported. She also questioned the urgency of this, given that there had been a meeting of the Strategy and Resources Committee a week earlier. Councillor Jewell believed that this matter could wait until another Strategy and Resources Committee meeting and also suggested that the Urgency Committee membership be reviewed, as part of the Standing Orders review, to allow the Leader of the Opposition or a nominated substitute to attend an Urgency Committee meeting.

3. **WOODLEY TOWN COUNCIL TAX (PRECEPT CONSULTATION)**

The Chairman introduced this item and commented that there was no crystal ball in the current situation and no one could know at this point the level of detail or the actions that may need to be taken in the future, in terms of the Council's financial situation. He also stressed that the Town Council Tax consultation would provide guidance and information to the Council which would be taken into account as part of the budget setting for next year.

The Town Clerk explained that the draft consultation included 4 options of increase in the precept level for residents to respond to. In response to a question from the Liberal Democrat Group about the monthly cost of each option, the Town Clerk had provided this before the meeting to members of the Committee. On current figures the Council was facing a shortfall of around £265,000 and the Council would have a more accurate picture in December/January when the budget and precept need to be set. The Council needed to carry forward a general reserve of at least £231,000 into the 2021/22 financial year. The review of the Earmarked Reserves had released £73,504 and, along with the £14,000 Repairs and Renewals budget also added, the general reserves are currently estimated to be £352,316. It should be noted that some of these funds may be needed to support year-end income or expenditure. The Council also needed to plan going forward into 2022/23 with reasonable reserves levels.

Members then discussed the confidential draft consultation seeking residents' views on the level of Town Council tax increase that households would support for the 2021/22 financial year. This had been provided to all councillors for comment or amendment. The Chairman made it clear that the options to be presented had been generated by officers, for consideration by the Urgency Committee.

Members discussed the comments/questions received from the Liberal Democrat councillors:

How much would each option raise?

A 43p increase would raise an additional £240,638

A 65p increase would raise an additional £360,956

An 87p increase would raise an additional £481,275

A £1.09 increase would raise an additional £601,594

How long would it take to regenerate reserves under each option?

The Chairman confirmed that all the standing committees and Full Council would receive the agenda and minutes from the Urgency Committee meetings. The make up of the Urgency Committee included the 3 chairmen of committees, the Mayor and the Leader of the largest opposition group who should all be able to contribute and guide the Council to deliver the budget.

Councillor Jewell proposed to leave the Group's third comment for a later meeting.

A suggestion that providing the monthly increase figure for each option would better inform residents of the cost as most people budgeted monthly - or providing a percentage increase, which would be more open and transparent.

The Chairman referred to his background in marketing and explained that people relate more to prices of ordinary items, eg a cup of coffee, than percentage increases. This often led to a higher return rate because it was tangible. Councillor Jewell expressed concern about those on lower incomes.

What would happen if residents agree the 43p weekly increase – possibly leading to closures/redundancies – what would the Council close?

The Chairman responded that if this level was not appropriate then the precept charge would have to be higher, if need be. The Council had not so far looked at possible closures or redundancies.

The Council should quantify the amount raised against each option to show the public.

The Chairman responded that this, in terms of marketing, would look huge and residents would be concerned about the level of expenditure, without having further information.

Should there be other choices to give residents ie cutting/not cutting capital projects against less/more precept income.

On this question Councillor Jewell asked whether the Council was spending any money from reserves on projects and said the Council should just be looking at funding repairs and renewals.

The Town Clerk responded to report that ongoing projects at Woodford Park Leisure Centre and the Grounds/Maintenance depot were paid from a Public Works Loan Board loan and that the only other project about to get underway was the new play area behind the Oakwood Centre which had Section 106 funds allocated by Wokingham Borough Council of £200,000. The Council did not have any other projects planned. It was also confirmed that £45,000 allocated this year to the Capital Programme fund had been withdrawn in order to support the Council's General Reserve.

No other comments or amendments were received from members of the Council.

Voting:

FOR	Abstentions
K. Baker	C. Jewell
D. Bragg	
D. Mills	
P. Wicks	
For: 4	Abstentions: 1

Meeting closed at 6:35pm

To: **Members of the Urgency Committee**

Councillors: K. Baker (*Chairman*), D. Bragg, C. Jewell, D. Mills, P. Wicks

NOTICE IS HEREBY GIVEN that a meeting of the Urgency Committee will be held at 6 pm on Monday 5 October 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.



Deborah Mander
Town Clerk

A G E N D A

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members relating to the business of the meeting.

3. MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2020.

To note the minutes of the meeting held on 22 September 2020 (**Appendix A**). These minutes were included in the agenda of the Council meeting held on 29 September 2020.

4. WOODLEY TOWN COUNCIL TAX (PRECEPT) CONSULTATION

- a) To note the confidential draft consultation document seeking residents' views on the level of Town Council tax increase that households would support for the 2021/22 financial year (**Appendix B**).
- b) To note that the draft consultation document (marked confidential) was provided to all Town Councillors on 1 October 2020 and who were invited to make comments on or amendments to the draft by Sunday 4 October 2020.
- c) To consider any comments and suggestions received from Councillors and to make any amendments to the draft consultation document, as agreed.
- d) To approve the final draft of the consultation document.
(Current timings are to print the consultation document on 6 October and to start delivery to all households from 8 October 2020.)



Consultation on Woodley Town Council Tax

This is an important question about the funding of
Town Council Services in 2021/22.

Dear Resident

Financial problems caused by Covid-19 mean that the Town Council is facing a difficult year in 2021/22. To continue to deliver our services we need to increase the level of Town Council tax (the precept).

We work for the people of Woodley and pride ourselves in providing good facilities and services for the town. We want to be able to continue to do this. If each household pays a little more next year, we should be able to protect the community of the town and keep its service and facilities for years to come.

For more information please see overleaf, or contact taxconsultation@woodley.gov.uk

Please reply. It is important that we hear from as many local people as possible.

Please tick ONE box, then cut off this section of the card and return it to us by putting in in your local Royal Mail post box.

To save the Council money you can:

- Add a stamp to the reply card
- Put the reply card in the collection box at the Oakwood Centre
- Answer online at www.woodley.gov

-----✂-----Please complete, tear off and return the section below-----✂-----

The Question

We have four options to increase the precept in 2021/22. This will be added to your Council Tax.

Which one do you choose?

For a Band D house:	Amount of Increase per week per household	What this means, (Depending on how the Covid-19 situation develops)	Please tick one box to show your choice
Option A	£0.43p per week	We would have to reduce/close Town Council Services	<input type="checkbox"/>
Option B	£0.65p per week	We would have to reduce some Town Council Services but could run some	<input type="checkbox"/>
Option C	£0.87p per week	Some services may be reduced but we could run most services as they used to be	<input type="checkbox"/>
Option D	£1.09 per week	Services could run as they used to be	<input type="checkbox"/>

What is your Postcode? _____

Woodley Town Council income comes from an amount you pay as part of your Wokingham Borough Council tax (the precept) and income from our facilities.

This year, our income from facilities was expected to be £763,000. Due to COVID-19 it could be less than £200,000. We will have to use a significant amount of our reserves to cover this shortfall. We need to increase the precept next year to cover the lost income and make sure we have a safe level of reserves.

If we do this, we can continue to provide services and facilities in Woodley. The extra amount will be added to your council tax next year.

The amount you pay will help to fund many local facilities and community activities.

These include

- Local parks (including Woodford Park, Malone and Wheble Parks and Bulmershe Open Space)
- Woodford Park Leisure Centre and The Gym on the Park
- The allotments at Reading Road, the Garden of Remembrance and Centre Stage
- Halls for hire (Coronation and Chapel Halls, the Oakwood Centre)
- Maintaining designated bus shelters, the public toilet, street lighting, noticeboards, public seating
- Providing detached youth work in the town
- Contributions to the Town Centre and community activities and events.



Add a stamp
to save the
council
money

FREEPOST
Woodley Town Council
The Oakwood Centre
Headley Road
Woodley
Berkshire
RG5 4JZ

Woodley Town Council

PLANNING APPLICATIONS

Application No. & Address	Proposal
202330 4 Wildwood Close, Woodley, RG5 3BY	Householder application for the proposed erection of a single storey rear extension including the insertion of 6 No. rooflights plus extension to existing garage.
202385 63 Welford Road, Woodley, RG5 4QS	Householder application for the proposed erection of a single storey rear extension with 2 No. rooflights following demolition of existing conservatory, raising of existing flat roof, plus changes to fenestration and insertion of chimney flue.
202450 7 The Ridgeway, Woodley, RG5 3QD	Householder application for the proposed single storey rear extension, single storey front extension to form porch, plus raising of existing roof to create first floor accommodation with dormer extensions.
202455 194 Colemans Moor Road, Woodley, RG5 4DP	Full application for the proposed subdivision of the site and erection of a 3 No. bedroom detached dwelling with associated access, parking and amenity space, following demolition of existing conservatory.
202501 5 Fairwater Drive, Woodley, RG5 3JG	Householder application for proposed erection of a two storey side extension and single storey front porch.
202506 8 Armstrong Way, Woodley, RG5 4NW	Application to vary condition 2 of planning consent 181600 for the proposed erection of part two storey, part single storey side extension to create one 2 No. bedroom terraced dwelling. Condition 2 refers to the approved documents and the variation is to allow a revision of the parking layout and access, and changes to fenestration on the rear elevation. (Retrospective)
202571 3 Penrose Avenue, Woodley, RG5 3PA	Householder application for the proposed erection of a first floor side/rear extension and re-pitching of roof.
202572 136 Kingfisher Drive, Woodley, RG5 3QL	Householder application for the proposed erection of a single storey rear extension after the demolition of existing conservatory.
202612 58 Headley Road, Woodley, RG5 4JE	Full planning application for the proposed change of use of existing part ground floor restaurant (A3) and first floor dwelling comprising 6 No. residential units, with a commercial shop. Erection of part single storey, part two storey rear extension to existing building following demolition of existing rear ground floor and conversion of existing loft to create habitable accommodation with side dormer extensions.
202616 15 Spruce Road, Woodley, RG5 4BB	Householder application for erection of an outbuilding to the rear of existing dwelling. (Part retrospective)

202626 29-34 Mannock Way, Woodley, RG5 4XW	Full application for the replacement of all white single-glazed top hung timber mock sash windows and PVCu windows with white top hung double-glazed PVCu windows to give the windows a more uniform look. The front communal door is to be changed with like for like timber as per the plans.
202634 19 Warren Road, Woodley, RG5 3AR	Householder application for the proposed erection of single storey side extension to form garage and single storey rear extension including 1 No. rooflight.
202643 Little Hungerford Substation, Off Nightingale Road, Woodley, RG5 3RY	Full application for the proposed installation of telecommunications equipment consisting of 3 No. replacement antennae on existing steelwork, GPS antenna and new ancillary radio equipment to existing mast along with installation of replacement cabinets and upgrade to feeder cables, plus ancillary development.
202685 Land adjacent to 2-6 Hudson Road, Woodley, RG5 4EW	Full application for the erection of 1 No. retail kiosk and 3 No. retail pods.
202705 35 Cartmel Drive, Woodley, RG5 3NG	Householder application for the proposed erection of a single storey front extension, two storey side and single storey rear extensions, following demolition of existing conservatory.
202720 41 Wroxham Road, Woodley, RG5 3AX	Householder application for proposed erection of a single storey front extension to form a porch, single storey rear extension including the insertion of 1 No. rooflight following the demolition of existing conservatory, plus changes to fenestration.
202745 65 Quentin Road, Woodley, RG5 3NE	Application to vary conditions 2 & 3 of planning consent 190021 for the householder application for the proposed erection of single storey front extension to form porch, single storey side extension following the demolition of existing garage, single storey rear extension including the replacement of existing pitched roof to flat roof, plus internal alterations and changes to fenestration. Condition 2 refers to approved details and condition 3 refers to external materials.
202755 3 Harris Close, Woodley, RG5 4XH	Householder application for proposed erection of a single storey rear extension including the insertion of 2 No. rooflights following the demolition of existing conservatory.
202770 10 Nightingale Road, Woodley, RG5 3LP	Householder application for the proposed erection of a single storey rear extension including the insertion of 3 No. rooflights, plus changes to fenestration.
202811 34 Colemans Moor Lane, Woodley, RG5 4BT	Householder application for the proposed erection of a detached outbuilding in the rear garden for ancillary residential use.
202855 9 Caldbeck Drive, Woodley, RG5 4LA	Application to vary condition 2 of planning consent 202172 for the householder application for proposed first floor side extension and ground floor rear extension. Condition 2 refers to approved details. This permission is in respect of the submitted application plans and drawings and the variation is to substitute approved drawings 100B and 101A with 100C and 101B.

202867 6a Sussex Gardens, Woodley, RG5 4JN	Householder application for the proposed erection of single storey side and rear extensions, conversion of existing garage and a single storey front extension.
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Woodley Town Council

PLANNING DECISIONS

E: Town Council recommendation endorsed by Borough
C: Decision contrary to Town Council recommendation

Application No. & Address	Proposal	Decision
201567 3 Copse Mead, Woodley, RG5 4RP	Householder application for the proposed erection of a part single part two storey front extension, plus 3 No. dormers to front of dwelling, part single part two storey rear extension, partial conversion of existing garage to form habitable accommodation.	Approved E
201972 Sonning Cutting Filling Station, 709 London Road, Woodley, RG6 1BG	Full application for the installation of 2 No. electric vehicle charging bays plus associated works including installation of new service bay, power infrastructure, fencing and 2 No. floodlights. (Retrospective)	Approved E
202172 9 Caldbeck Drive, Woodley, RG5 4LA	Householder application for proposed first floor side extension and ground floor rear extension.	Approved E
202199 29a Warren Road, Woodley, RG5 3AR	Householder application for the proposed erection of a single storey front, side and rear extension with 2 No. rooflights	Approved E
202250 30 Shackleton Way, Woodley, RG5 4UT	Householder application for proposed erection of a part single part two storey side extension.	Approved E
202315 299 Loddon Bridge Road, Woodley, RG5 4BE	Householder application for the proposed erection of single storey front extension including new porch, part single and part two storey rear extension with internal alterations and changes to fenestration.	Approved E
202326 50 Reading Road, Woodley, RG5 3DB	Householder application for the proposed erection of a single storey rear extension including 1 No. rooflight, Juliet balcony and dropped kerb.	Refused C
202352 7 Sycamore Close, Woodley, RG5 3RY	Householder application for proposed conversion of existing garage to create habitable accommodation.	Approved E
202355 15 The Ridgeway, Woodley, RG5 3QD	Householder application for the proposed insertion of 1 No. dormer to the front of the property.	Approved E
202373 11 Caldbeck Drive, Woodley, RG5 4LA	Householder application for the proposed erection of a single storey rear extension including 2 No. rooflights, and first floor side/rear extension including 2 No. rooflights.	Approved E
202399 36 Wallace Close, Woodley, RG5 3HW	Householder application for the proposed creation of a dropped kerb and installation of hardstanding to create 2 No. parking spaces to the front of the property.	Approved E
202430 2 Stonehaven Drive, Woodley, RG5 4DE	Householder application for the proposed erection of a first floor side extension following removal of front dormer window.	Approved E

202470 16 Martinet Road, Woodley, RG5 4TQ	Householder application for the proposed conversion of a garage into a habitable room and the erection of a porch.	Approved E
202520 1 Halstead Close. Woodley, RG5 4LD	Householder application for the proposed erection of a single storey side extension.	Approved E
202557 9 Dowding Close, Woodley, RG5 4NL	Householder application for the proposed erection of a single storey rear extension after the demolition of existing conservatory and proposed erection of a single storey side extension.	Approved E

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ENFORCEMENT NOTIFICATIONS - 3 November 2020

118 Drovers Way

Unauthorised loft conversion

69 Colemans Moor Road

Development not in accordance with approved plans

27 Pitford Road

Unauthorised sign blocking pathway

Sandford Farm, Mohawk Way

Breach of Conditions attached to O/2012/1863 and 15595

65 Quentin Road

U/A Large deep excavation to front of dwelling

ENFORCEMENT CLOSURES - 3 November 2020

92 Rochester Avenue

Development in breach of conditions on Planning Permission 172269
No breach

Bulmershe Campus, Woodlands Avenue

Breach of Condition 6 re Landscaping - trees & shrubs not planted - O/2012/0155
No breach

34 Ravensbourne Drive

Commercial use of skip at dwelling
Voluntary compliance

21 Master Close

Unauthorised car sales business operating from residential property
No breach

20 Campbell Road

Unauthorised garage and extension following refusal of Planning Application 171040
No breach

8 Armstrong Way

Driveway not in accordance with approved plans
Not expedient

64 Headley Road

Build not in accordance with approved plans 191128
Application submitted

46 Woodlands Avenue

Roof not in accordance with approved plans 192257
Application submitted