

**Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 4 January 2022 at 7:45 pm**

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

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

**Also present:** *3 members of the public*

55. **APOLOGIES**

Apologies for absence were received from Councillor M. Nagra, S. Rahmouni, B. Soane and P. Wicks.

56. **DECLARATIONS OF INTEREST**

Councillor D. Bragg – Prejudicial interest: Agenda item 10: Revised estimates 2021/22 and budget estimates 2022/23, as this item included the Annual Grant applications for 2022/23 and Councillor Bragg is a trustee of Citizens Advice Wokingham, who have applied for a grant.

Councillor Bragg took no part in the discussion or decision regarding the annual grant application from Citizens Advice Wokingham.

57. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 30 NOVEMBER 2021**

**RESOLVED:**

- ◆ That the minutes of the Planning and Community Committee meeting held on 30 November 2021 be approved and be signed by the Chairman as a true and accurate record.

58. **CURRENT PLANNING APPLICATIONS**

**RESOLVED:**

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

59. **PLANNING DECISIONS**

**RESOLVED:**

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

60. **PLANNING APPEALS**

**RESOLVED:**

- ◆ To note the following appeal decision:  
Application: 210734  
Location: 13 Renault Road, Woodley, RG5 4EY  
Proposal: Extension to the front, side and rear of house, loft conversion with integrated PV cells on the roof and an adjustment to onsite parking.  
Details: Appeal against refusal of planning permission.  
Decision: The appeal was dismissed.

61. **PRIOR APPROVAL SUBMISSION**

**RESOLVED:**

- ◆ To note application 214024:  
Location: 19 Roslyn Road, Woodley, RG5 3HP  
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 4.00m, for which the maximum height would be 3.40m and the height of the eaves 2.98m.

62. **ADVERTISEMENT CONSENT NOTIFICATION**

**RESOLVED:**

- ◆ To note application 213914:  
Location: Unit 9 Base 329, Headley Road East, Woodley, RG5 4AZ  
Proposal: Application for advertisement consent for 2 no. externally illuminated fascia signs and 1 no. non-illuminated fascia sign.

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

**RESOLVED:**

- ◆ To note application 213657:  
Location: TPO 170/1980 T2, G2 and G3: 4, 5, 6 and Land to the North of Peel Close, Woodley, RG5 4SR.  
Proposal: T1, Lime (G3 on TPO) – Crown lift to 6m; crown thinning by 15-20%. T2, Lime (G3 on TPO) – Crown lift to 6m; crown thinning by 15-20%. T3, Lime (G3 on TPO) – Crown lift to 6m; crown thinning by 15-20%. T4, Lime (G3 on TPO) – Crown lift to 6m; crown thinning by 15-20%. T5, Lime (G3 on TPO) – Crown lift to 6m; crown thinning by 15-20%.
- ◆ To note application 213890:  
Location: TPO 0003/1951, WOODLAND 3: 65 and 67 Woodlands Avenue, Woodley, RG5 3HF.  
Proposal: T1, Oak – Fell to ground level. T2, Holly – Fell to ground level. T3, Oak – Remove major deadwood. T4, Sycamore – Crown lift to approx.. 4m where the tree overhands no. 65 Woodlands Avenue.
- ◆ To note application 213900:  
Location: TPO-0169-1979-A2 and TPO-0169-1979-A3: Dinton Pastures Woodland, Sitting Between, The Bader Way, And Kingsford Close.  
Proposal: T1, Ash – Reduce height to gain 7m clearance from the network. G2, Oak/Willow – Side prune to gain 7m clearance from the network. G3, Oak – Reduce height and side prune to gain 7m clearance from the network.
- ◆ To note application 213808:  
Location: Section 211 Notification for works in a conservation area: St John the Evangelist Church, Church Road, Woodley, RG5 4QJ  
Proposal: T44, Leyland Cypress – Remove all snapped and hanging branches and any branch that has suffered significant damage. T45, Leyland Cypress – Remove all snapped and hanging branches and any branch that has suffered significant damage

64. **REVISED ESTIMATES 2021/22 AND BUDGET ESTIMATES 2022/23**

Members considered Report No. PC 1/22 and the applications received for grant funding for 2022/23.

Councillor Bragg took no part in the discussion regarding the grant application for Citizens Advice Wokingham.

When considering the annual grant application received from First Days Children’s Charity Members noted that over £3,000 of the requested £5,000 grant was due to be spent on staffing costs. The Committee recommended a reduced grant sum be considered of £4,000.

When considering the annual grant application received from Readibus, Members recommended providing a grant equivalent to £7.50 per journey based on the number of journeys made by Woodley Residents last year, which was stated as 2,187 in the grant application. This works out to be £16,402.50, with Members rounding this up to a recommended grant of £16,500.

**RESOLVED:**

- ◆ To note Report No. PC 1/22.
- ◆ To recommend that the Revised Budget Estimates for 2021/22, as set out in the Budget Appendix, be approved.
- ◆ To recommend to the Strategy and Resources Committee that the following Annual Grants be awarded for 2022/23:

ARC Youth Counselling	£5,000
Citizens Advice Wokingham	£7,000
First Days Children’s Charity	£4,000
Keep Mobile	£1,000
Readibus	£16,500
The Link Visiting Scheme	£1,000
The Wokingham Volunteer Centre	£300

Total    £34,800

- ◆ To recommend to the Strategy and Resources Committee that the Budget Estimates for 2022/23, subject to the adjusted figures above, be approved.

Voting:    For: 4    Against: 0    Abstentions: 0

65. **EARLEY STATION FOOTBRIDGE UPDATE**

**RESOLVED:**

- ◆ To note that a site visit will take place on 20 January 2022 at 10am.
- ◆ That the Committee Officer will submit the following questions to the Wokingham Borough Council Planning Officer in advance of the site visit, specifically in relation to the Woodley side of the proposed footbridge:
  - How much land is due to be taken up by the proposed designs?
  - What landscaping will be put in to ensure the new structure is not unsightly?
  - Who owns the land?

66. **THAMES VALLEY POLICE COMMUNITY SPEEDWATCH SCHEME**

The Committee Officer provided the Committee with an update on the Community Speedwatch (CSW) scheme following a conversation he had with the Thames Valley Community Speedwatch Coordinator, PC Lee Turnham.

PC Turnham had advised that the scheme was intended to be community led. It was envisaged that where members of the public had concerns over speeding within their area they would be directed to set up or join an existing CSW group in their area. CSW groups are set up and managed on the Community Speedwatch UK website. Volunteers registered with a group are then able to book sessions using the website, indicating the location at which they will be operating and booking out equipment owned by their group. After a session, a volunteer can then upload the data at home which will automatically generate warning letters where relevant.

PC Turnham advised that the previous CSW schemes operated by Thames Valley Police had been disparate, with individual policing areas operating a variety of different schemes. PC Turnham was employed in 2020 to provide a more coordinated approach. He advised that the benefit of the new scheme was that it enabled members of the public to get involved directly, with the ability to purchase all the equipment they need to operate a CSW within their area for no more than £200. PC Turnham did confirm that the existing equipment held by the Town Council was still approved for use with the scheme.

Members noted that, in 2018, the Council had approved the use of £7,000 to purchase Speedwatch equipment, of which £5,611.78 had been spent. Members agreed that they were committed to ensuring a CSW scheme was setup within Woodley, and that the equipment originally purchased continued to be used.

Members noted that Finchampstead Parish Council were previously recognised as operating a successful Speedwatch scheme, and wished to understand how they were interacting with the new Thames Valley Police scheme.

Members noted there was a need to understand the requirement and cost of providing appropriate CSW signage in the area to enable Speedwatch operations to take place.

**RESOLVED:**

- ◆ To contact Finchampstead Parish Council to understand how they are currently operating their Community Speedwatch Scheme in view of the new Thames Valley Police scheme.
- ◆ To register a Woodley Community Speedwatch Scheme with Thames Valley Police.
- ◆ To publicise a request for interest from members of the public in becoming Community Speedwatch volunteers.

**RECOMMENDED:**

- ◆ To recommend to the Strategy and Resources Committee that £1,000 be allocated for the purchase and installation of appropriate Community Speedwatch signage around Woodley.

67. **PUBLICATIONS/INFORMATION**

**RESOLVED:**

- ◆ To note receipt of the following:
  - Me2 Club Newsletter – November 2021
  - Wokingham Borough Council Special Local Plan Update Newsletter – December 2021
  - CCB Action for All e-Bulletin – December 2021
  - Me2 Club Newsletter – December 2021

68. **FUTURE AGENDA ITEMS**

Members requested that two regular items were added to future Planning and Community agendas covering Community Issues and Highways Issues. These would provide an opportunity for Members to raise relevant issues which have come to their attention in the past month.

69. **PUBLICITY/WEBSITE**

There were no further suggestions for items to be publicised.

70. **ENFORCEMENT ISSUES**

**RESOLVED:**

- ◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 9:35 pm

---

Woodley Town Council

**Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 4 January 2022**

<b>Application No. &amp; Address</b>	<b>Proposal</b>
<b>213817</b> 24 Hawthorn Crescent, Woodley, RG5 4FH	Householder application for the proposed development of a shed outbuilding in the garden to be used as a gym and an eating area (retrospective).
<b>Observations:</b> The Planning & Community Committee considered the proposal and recommended that the application be refused on the grounds that the out building is overbearing and reduces the amount of amenity space. Buildings on this development were planned with minimal garden space, and the excessive size of this out building leaves insufficient amenity (ie garden) space. This could cause a precedent. The Planning & Community Committee also felt the out building was too close to the boundary with neighbouring properties. The Committee also noted comments from neighbours that the drainage was not suitable, with the outbuilding causing water to drain onto neighbouring fences.	
<b>213913</b> Unit 9 Base 329, Headley Road East, Woodley, RG5 4AZ	Full application for the proposed change of use from Class E(g)(iii) research and development to Class E(e) veterinary practice, plus associated external alterations including installation of air transfer grilles and air conditioning units (chiller units), infilling of roller shutter door and insertion of new fenestration.
<b>Observations:</b> No objections	
<b>213930</b> 10 Arundel Road, Woodley, RG5 4JL	Householder application for the proposed erection of a part single part two storey side extension following demolition of existing garage, erection of single storey rear extension with no.2 roof lights following demolition of existing conservatory, erection of a single storey front extension.
<b>Observations:</b> No objections	
<b>213980</b> 6 Bosworth Gardens, Woodley, RG5 3RS	Householder application for the proposed conversion of garage to create habitable accommodation, erection of single storey front porch, changes to fenestration, single storey rear extension, and single storey side / rear extension, to include installation of 2 no. rooflights to the existing ground floor roof, to include dropped kerb to the front of the dwelling.
<b>Observations:</b> No objections	
<b>213983</b> 78 Butts Hill Road, Woodley, RG5 4NR	Householder application for the proposed development of a porch, side and rear extension.
<b>Observations:</b> No objections	

<b>213993</b> 18 Caldbeck Drive, Woodley, RG5 4LA	Householder application for the proposed development of a single storey rear extension and new pitched roof to existing side extension.
<b>Observations:</b> No objections	
<b>214009</b> 44 Coppice Road, Woodley, RG5 3RA	Householder application for the proposed installation of a dropped kerb and new access to the front of the property.
<b>Observations:</b> The Planning & Community Committee considered the proposal and recommended that the application be refused on the grounds that the proposed dropped kerb would cause a loss of public amenity space. The Committee also noted that there was existing parking provision at the rear of the property.	
<b>214030</b> 2 Chaffey Close, Woodley, RG5 4EQ	Householder application for the proposed loft conversion to create habitable accommodation, including the insertion of 1no. dormer and 2no. roof lights.
<b>Observations:</b> No objections	
<b>214037</b> 11 Cottesmore Road, Woodley, RG5 3NX	Householder application for a proposed new garage, single front and rear extension including garage conversion with first floor side extension.
<b>Observations:</b> The Planning & Community Committee considered this application and, whilst they did not have any specific objections, there were concerns regarding potential massing, and also the loss of light to the neighbouring property at 13 Cottesmore Road.  <i>(NOTE: Cllr Jewell requested for it to be recorded that she voted to object to this application)</i>	
<b>214058</b> 39 Western Avenue, Woodley, RG5 3BJ	Householder application for the proposed development of a single storey rear & side extensions including removal of pitched roof to the existing rear extension following demolition of the existing detached garage.
<b>Observations:</b> No objections	
<b>214082</b> 41A Crockhamwell Road, Woodley, RG5 3JZ	Householder application for the proposed development of a single storey flat roof extension to the rear of the detached dwelling.
<b>Observations:</b> No objections	
<b>214101</b> 15 Dartington Avenue, Woodley, RG5 3PD	Householder application for the proposed erection of a single storey front extension and first floor side extension, including the insertion of 2no. roof lights.
<b>Observations:</b> The Planning & Community Committee considered the revised proposal and whilst, as with the previous application, there were no specific objections the Committee once again wished to highlight the WBC Design Guide, which states: "the rhythm of buildings and the gaps between them along the street frontage is often important to the character of the area. Side extensions should be set back from the building line by at least 1m, preferably with a lower roof line and should be set at least 1m from the plot boundary."	

<b>214103</b> 81 Antrim Road, Woodley, RG5 3NY	Householder application for the proposed development of a single storey rear and side extension.
<b>Observations:</b> No objections	
<b>214113</b> 28 Bruce Road, Woodley, RG5 3DZ	Householder application for the proposed erection of a double side extension and single rear extension. Demolition of garage.
<b>Observations:</b> The Planning & Community Committee considered this application and, whilst they did not have any specific objections to the extensions, there were concerns that the proposed parking provision would require the loss of the verge, hedge and wall to the front of the property for it to be workable which would be out of keeping with the neighbouring property.	
<b>214146</b> 189 Fairwater Drive, Woodley, RG5 3JQ	Householder application for the proposed erection of a front extension to include new fenestrations & steps.
<b>Observations:</b> The Planning & Community Committee considered the proposal and recommended that the application be refused on the following grounds: <ul style="list-style-type: none"> <li>- Out of keeping with neighbouring properties</li> <li>- Out of character with the street scene</li> <li>- Could set a precedent</li> </ul>	
<b>214162</b> 12 Coppice Road, Woodley, RG5 3QX	Householder application for the proposed development of a two storey side/rear extension and single storey porch.
<b>Observations:</b> No objections	