



**Woodley Town Council**

The Oakwood Centre  
Headley Road  
Woodley  
Berkshire RG5 4JZ  
Tel: 0118 969 0356

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To: **Members of the Planning Committee**

Councillors T. Barker (Chairman); S. Brindley; J. Cheng; R. Dolinski; M. Forrer;  
B. Franklin; J. MacNaught; D. Mills; S. Rahmouni; M. Walker; P. Wicks; M. Willson

**NOTICE IS HEREBY GIVEN that a meeting of the Planning Committee will be held at The Oakwood Centre at 7:45 pm on Tuesday 26 July 2016, at which your attendance is requested.**

Deborah Mander  
Town Clerk

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## **A G E N D A**

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 5 JULY 2016** Page 3  
To approve the minutes of the Planning Committee meeting held on 5 July 2016 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)** Page 14
5. **PLANNING DECISIONS**  
To note information on decision notices received from the planning authority since the last meeting. **(Appendix 5)** Page 17

6. **NEIGHBOUR CONSULTATION SCHEME**  
To note application 161930  
Location: Loddon Vale House, Hurricane Way, Woodley, RG5 4UX.  
Proposal: Application for the prior approval for the proposed change of use from existing offices (Use class B1) to 12 self contained residential flats (Use class C3).
7. **TREE PRESERVATION ORDERS**  
TPO 3/1951: 68 Hazel Drive, Woodley, RG5 3SA.  
To note consent for the selective pruning of a beech.
8. **BUDGETARY CONTROL**  
To note **Report No. P 4/16.** Page 18
9. **HIGHWAYS**  
**Road Works/Street Works Major Project Co-ordination meetings**  
To note the minutes of the Wokingham Borough Council Road Works/Street Works Major Project Co-ordination meeting held on 28 June 2016.  
**(Appendix 9)** Page 19
10. **PERFORMING RIGHTS SOCIETY TARIFFS CONSULTATION**  
To consider **Report No. P 5/16.** Page 27
11. **PUBLICATIONS/INFORMATION**  
To note receipt of the following:
  - *Me2 Club Newsletter – July 2016*
12. **FUTURE AGENDA ITEMS**  
To consider suggestions for future agenda items.
13. **PUBLICITY/WEBSITE**  
To consider suggestions for items to be publicised.
14. **EXCLUSION OF PUBLIC AND PRESS**  
**To resolve that, in view of the confidential nature of the business about to be transacted in relation to legal matters, it is advisable in the public interest that the public and press are temporarily excluded and they are asked to withdraw for item 15 on the agenda.**
15. **ENFORCEMENT ISSUES**  
To note any enforcement issues.

**Minutes of a Meeting of the Plans Committee held at the Oakwood Centre  
on Tuesday 5 July 2016 at 7:45 pm**

**Present:** *Councillors: T. Barker (Chairman); J. Cheng; R. Dolinski; B. Franklin;  
J. MacNaught; D. Mills; S. Rahmouni; M. Walker*

**Also present:** *4 members of the public*

**Officer present:** *L. Matthews, Committee Officer*

41. **APOLOGIES**

Apologies for absence were received from Councillors S. Brindley, M. Forrer and P. Wicks.

42. **COMMITTEE MEMBERSHIP**

**RESOLVED:**

- ◆ To note that an appointment to the vacant place on the Committee would be considered by Council on 27 September 2016.

43. **DECLARATIONS OF INTEREST**

Councillor R. Dolinski – Prejudicial interest: Agenda item 5, planning application 161723: 123 Loddon Bridge Road, as he had been approached by the applicant.  
Councillor Dolinski took no part in the discussion or decision on this application.

44. **MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 7 JUNE 2016**

**RESOLVED:**

- ◆ That the minutes of the Planning Committee meeting held on 7 June 2016 be approved and signed by the Chairman as a true and accurate record.

45. **CURRENT PLANNING APPLICATIONS**

**RESOLVED:**

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

46. **PLANNING DECISIONS**

**RESOLVED:**

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

47. **NEIGHBOUR CONSULTATION SCHEME**

**RESOLVED:**

- ◆ To note application 161568  
Location: 53 Ravensbourne Drive, Woodley, RG5 4LJ.  
Proposal: Application for the prior approval of the erection of a single storey rear conservatory extension to dwelling, which would extend beyond the rear wall of the original house by 4.0m, for which the maximum height would be 3.6m and the height of the eaves 2.1m.

48. **TREE PRESERVATION ORDERS**

**RESOLVED:**

- ◆ To note the following:

TPO 3/1951: 54 Hazel Drive, Woodley, RG5 3SA.  
Consent for the selective pruning of a Douglas fir.

49. **BUDGETARY CONTROL**

**RESOLVED:**

- ◆ To note Report No. P 3/16.

50. **HIGHWAYS**

Members noted the following information received from Wokingham Borough Council and given in the agenda:

- In order for work to be carried out on the A3290 Loddon Viaduct, Wokingham Borough Council proposed to make an order under the Road Traffic Act 1984 and all other enabling powers, the effect of which would be to:
  1. Prohibit any vehicle from proceeding along A3290 (Reading bound) between its junctions with A329(M) (Reading bound) and the start of the contraflow system.
  2. Prohibit any vehicle from proceeding along A3290 (Reading bound) between its junctions with A329(M) (Reading bound) on slip and A3290-A4 London Road off slip.
  3. Prohibit any vehicle from proceeding along A3290 Winnersh entry slip road between its junctions with Wharfedale Road and A3290 Reading bound.
  4. Prohibit any person from driving any motor vehicle at a speed exceeding 30 miles per hour along A3290/A329(M) in both directions between its junction with A4 London Road and M4 junction 10 Slips 4 and 8.
  5. Prohibit any person from driving any motor vehicle at a speed exceeding 50 miles per hour along A3290/A329(M) in both directions between its junctions with A4 London Road and M4 junction 10 Slip 4 and 8.

The alternative route for all motorway traffic affected by the restrictions detailed in Items 1 and 2 above would be via A3290 (Reading bound) contra-flow.

The alternative route for all vehicles affected by the restriction detailed in Item 4 above would be via Wharfedale Road, A329/Winnersh Access Road, A329 Wokingham Road, B3350 Church Road, B3350 Pitts Lane, A4 Shepherds Hill and A4 London Road.

The Order would come into operation on 22 July 2016 and continue in force for a period not exceeding 18 months or until the works had been completed. It was expected that works would be completed by 4 September 2016.

51. **GREGGS, 140-142 CROCKHAMWELL ROAD, WOODLEY**

Members discussed the application by Greggs, 140-142 Crockamwell Road to place 4 No. 700mm diameter tables, 8 chairs and signage on the highway land outside their premises.

**RESOLVED:**

- ◆ To make no comment on the application to place 4 No. 700mm diameter tables, 8 chairs and signage on the highway land outside of Greggs, 140-142 Crockhamwell Road, Woodley.

52. **EVENING, OVERNIGHT AND WEEKEND PARKING CHARGES IN WOKINGHAM BOROUGH COUNCIL CAR PARKS**  
Members noted the press release from Wokingham Borough Council regarding the evening, weekend and overnight parking charges that would be introduced in car parks run by the Borough Council, and the pilot scheme increasing daytime charges in Woodley town centre car parks in lieu of the evening and weekend increases. Following discussion, it was noted that further representation to Wokingham Borough Council may be required at the end of the pilot scheme if evening, overnight and weekend parking charges are again proposed for the Woodley Town Centre car parks.
53. **PROPOSED PARK AND RIDE AT THAMES VALLEY PARK**  
Members noted the press release from Wokingham Borough Council regarding the proposal for a park and ride at Thames Valley Park.
54. **WOKINGHAM BOROUGH COUNCIL LIBRARY SERVICE**  
Members noted the press release from Wokingham Borough Council regarding the plans to extend the opening hours and introduce a self-service facility at some of the borough's libraries and were pleased to note that the opening hours at Woodley Library would be extended.
55. **POLICE AND CRIME COMMISSIONER SURVEY**  
Members noted that the Police and Crime Commissioner had launched a survey seeking feedback from residents of the Thames Valley on policing and crime, the results of which would help inform the next Police and Crime Plan, due to be published in March 2017. A link to the survey had been added to the Council's website.
56. **NEIGHBOURHOOD POLICING**  
Members considered a request from the local Neighbourhood Inspector to attend a meeting to talk to Members about the changes taking place within Neighbourhood Policing and how towns and parishes and the police could work more closely together.
- RESOLVED:**
- ◆ To invite the Neighbourhood Inspector to attend a meeting with members of the Planning Committee prior to one of the scheduled committee meetings and to extend the invitation to all Members of Council.
57. **WOKINGHAM BOROUGH COUNCIL HOUSING ASSOCIATION**  
Members noted the press release from Loddon Homes, the Housing Association owned by Wokingham Borough Council, regarding their registration as a For-Profit Registered Provider with the Homes and Communities Agency.
58. **COMMITTEE NAME**  
Members considered changing the name of the Committee to reflect the community services content of its terms of reference.
- RESOLVED:**
- ◆ Not to change the name of the Committee.
  - ◆ To publicise the terms of reference of the Committee on the Council's website
59. **FUTURE AGENDA ITEMS**  
There were no suggestions for future agenda items.

60. **PUBLICITY/WEBSITE**

As resolved in minute number 58, the terms of reference of the Planning Committee would be publicised on the website.

61. **EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to legal matters, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda item.

62. **ENFORCEMENT ISSUES**

The Chairman informed the meeting of four ongoing enforcement matters.

The meeting closed at 9:30 pm

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Chairman

## Woodley Town Council

Date :- 06/07/2016

**Observations on the following Planning Applications**

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>Approved on the following applications;</b>				
<b>161296</b>	30/06/2016	Charlie Snell	Mr Robert Buckland	15 Mitchell Way Mitchell Way Woodley RG5 4NQ
<b>Proposal :</b> Householder application for the proposed erection of a first floor side extension and the conversion of garage to create habitable accommodation to dwelling.				
<b>Observations :</b> One letter of concern had been received for this application.				
The Committee considered the application and had no objections to the proposal.				
<b>161472</b>	10/06/2016	Charlie Snell	Mr & Mrs Hussain	113 Woodlands Avenue Woodlands Avenue Woodley RG5 3HQ
<b>Proposal :</b> Householder application for the proposed erection of a single storey front extension to the existing dwelling.				
<b>Observations :</b> No objections.				
<b>161478</b>	10/06/2016	Charlie Snell	Mr & Mrs Waite	77 Haddon Drive Haddon Drive Woodley RG5 4LY
<b>Proposal :</b> Householder application for the proposed erection of a single storey rear extension to form a conservatory.				
<b>Observations :</b> No objections.				
<b>161525</b>	07/06/2016	Charlie Snell	Mr P Stewardson	35 Haddon Drive Haddon Drive Woodley RG5 4LX
<b>Proposal :</b> Householder application for the proposed erection of a part single/part two storey rear and side extension to dwelling following removal of existing conservatory.				
<b>Observations :</b> No objections.				
<b>161542</b>	10/06/2016	Dariusz Kusyk	Ms Shelia Li	28 Wroxham Road Wroxham Road Woodley RG5 3AT
<b>Proposal :</b> Householder application for the proposed erection of a first floor rear extension and a new dormer extension to the side elevation.				
<b>Observations :</b> No objections.				
<b>161575</b>	10/06/2016	Dariusz Kusyk	Mr P Zambon	118 Colemans Moor Road Colemans Moor Road Woodley RG5 4DN
<b>Proposal :</b> Householder application for the proposed erection of single storey front and rear extensions, plus first floor rear loft extension and the installation of two front rooflights.				

Date :- 06/07/2016

**Observations on the following Planning Applications**

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>Observations :</b> No objections.				
<b>161605</b>	20/06/2016	Mark Croucher	Unknown	Land to rear of 9 Station Road Station Road Earley RG6 7DY
<b>Proposal :</b> ADJOINING PARISH CONSULTATION				
Full application for the proposed erection of a two storey building, to comprise 4No. flats including vehicular access off Earley Station car park, parking and landscaping.				
<b>Observations :</b> No comment.				
<b>161613</b>	21/06/2016	Stefan Fludger	Mr & Mrs Crowther	3 Shelley Close Shelley Close Woodley RG5 3RN
<b>Proposal :</b> Householder application for the proposed demolition of adjacent store building and the erection of a two storey side extension to dwelling.				
<b>Observations :</b> No objections.				
<b>161660</b>	23/06/2016	Pooja Kumar	Mr Imad Yousif	24 Fitzroy Crescent Fitzroy Crescent Woodley RG5 4EU
<b>Proposal :</b> Householder application for the proposed erection of a single storey rear extension following demolition of the existing conservatory.				
<b>Observations :</b> No objections.				
<b>161674</b>	23/06/2016	Katie Herrington	Mr Tom Day	90 Vauxhall Drive Vauxhall Drive Woodley RG5 4EH
<b>Proposal :</b> Householder application for the proposed erection of a single storey extension to form lean to porch area, including new entrance door.				
<b>Observations :</b> No objections.				
<b>161684</b>	21/06/2016	Dariusz Kusyk	Mr Liam Smith	6 Rose Close Rose Close Woodley RG5 4UR
<b>Proposal :</b> Householder application for the proposed erection of a part single storey part first floor side extension and single storey front extension.				
<b>Observations :</b> No objections.				
<b>161734</b>	30/06/2016	Brett Beswetherick	Mr Chris Bennett	330 Headley Road East Headley Road East Woodley RG5 4SJ
<b>Proposal :</b> Householder application for the proposed erection of a single storey rear extension to dwelling, plus new window and door to north east elevation.				
<b>Observations :</b> No objections.				



Date :- 06/07/2016

**Observations on the following Planning Applications**

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<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>161745</b>	24/06/2016	Charlie Snell	Mr J Adams	92 Walmer Road Walmer Road Woodley RG5 4PN

**Proposal :** Householder application for the proposed erection of a single storey front extension.  
**Observations :** No objections.

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<b>161773</b>	28/06/2016	Stephen Thwaites	Mrs J Woof	8 Arundel Road Arundel Road Woodley RG5 4LJ
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**Proposal :** Householder application for the proposed single storey front, side and rear extension to existing dwelling plus conversion of existing garage to habitable accommodation.  
**Observations :** No objections.

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Date :- 06/07/2016

**Observations on the following Planning Applications**

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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**Refused on the following applications;****161601**

10/06/2016	Dariusz Kusyk	Mr Ben Newman	8 Armstrong Way Armstrong Way Woodley RG5 4NW
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**Proposal :** Householder application for the proposed erection of a part two storey and part single storey side extension to the existing dwelling.

**Observations :** The Committee recommended that this application be refused on the following grounds:

- There would be a significant increase in the footprint of the dwelling.
- Massing effect.
- Out of character with the rest of the terrace.
- Concern about the proposed parking in the front garden as it would not be possible to access the 2 spaces shown without driving across the neighbour's allocated parking space.

**161723**

30/06/2016	Katie Herrington	Mr Sundaep Saxena	123 Loddon Bridge Road Loddon Bridge Road Woodley RG5 4AG
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**Proposal :** Full application for the proposed erection of a detached dwelling, following demolition of existing bungalow.

**Observations :** Two residents were present at the meeting to voice their concerns and one letter of concern had been received.

After listening to the residents' concerns, the Committee considered the proposal and recommended that the application be refused on the following grounds:

- Loss of light and privacy to the neighbouring property - both to the living space and to the garden.
- The proposed house is very large and would be overbearing.
- Out of character with other dwellings in the road in terms of size.
- Concern that there is insufficient parking provision for a 6 bedroom house.
- The application form indicates that the house is to be used as social rented housing and if it is to be a house of multiple occupation there could be an even greater impact on the parking in the area
- Concern that the mature copper beech tree in the front garden will be felled. This tree is an important element in the local environment and should be protected.

Date :- 06/07/2016

**Observations on the following Planning Applications**

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<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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**Concerns on the following applications;****160549**

21/06/2016	Charlie Snell	Mr Z Shehu	297 Loddon Bridge Road Loddon Bridge Road Woodley RG5 4BE
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**Proposal :** Householder application for the proposed single storey front extension, two storey rear extension and two storey side extension following demolition of existing garage plus erection of metal perimeter fence.

**Observations :** The Committee had the following concerns about this application:

- Insufficient parking provision for a 6 bedroom house.
- The front extension may breach the building line.
- The proposal will have a massing effect on the property to the north.

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NOTIFICATIONS OF PLANNING DECISIONS FROM Wokingham Borough CouncilMinute Ref

Thu 30 June 2016

District Ref

' C ' Contrary to District 'CD' Contrary Delegated  
 ' D ' Delegated  
 ' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E 160032	Approved	77 Drovers Way
E 160334	Approved	18 Welford Road
E 160349	Approved	1B The Parade
E 160386	Approved	17 Butts Hill Road
E 160751	Approved	47 Cypress Road
E 161000	Approved	12 Lavenham Drive
E 161009	Approved	Highwood Primary School
E 161032	Approved	206 Hurricane Way
E 161053	Approved	4 Rushmere Cottages
E 161058	Approved	3 Eastwood Road
C 161073 District COMMENT	Approved	71 Reading Road Local COMMENT Although the Committee was in favour of increasing nursery provision in Woodley, they felt that this was not a suitable location for a nursery and recommended that the application be refused on the following grounds: <ul style="list-style-type: none"> <li>- The parking provision on the site is not sufficient for parents to drop-off and pick-up their children as it will be needed by the nursery staff.</li> <li>- The double yellow lines along the road outside this property mean that parents will not be able to park close to the site and any parents stopping on the yellow lines will cause congestion on this very busy road.</li> <li>- The proximity of the roundabout will make it difficult to cross the road safely with young children if parents park in Western Avenue or at the entrance to Woodford Park.</li> <li>- The bus service is infrequent and unlikely to be used by parents dropping-off and picking-up their children.</li> </ul>
E 161118	Approved	Shepherds House Overbridge
E 161164	Approved	11 Scott Close
E 161169	Approved	117 Loddon Bridge Road

**NOTIFICATIONS OF PLANNING DECISIONS FROM Wokingham Borough Council**

**Minute Ref**

**Thu 30 June 2016**

**District Ref**

' C ' Contrary to District 'CD' Contrary Delegated  
' D ' Delegated  
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 2

**GRANTED PLANNING PERMISSIONS**

E 161175	Approved	40 Mannock Way
E 161179	Approved	76 Woodwaye
E 161270	Approved	1 Vulcan Close

**REFUSED PLANNING PERMISSIONS**

C 161159	Refused	9 Ravensbourne Drive
District COMMENT		Local COMMENT No objections.
E 161201	Refused	5 Corbett Gardens

## New Applications Received Between 01/07/2016 and 21/07/2016

Item No :

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
<b>New Application</b>				
<b>161666</b>	14/07/2016	Graham Vaughan	Unknown	Unit 21 Suttons Park Avenue Earley RG6 1LA
<b>Proposal :</b> ADJOINING PARISH CONSULTATION				
Full application for demolition of existing industrial unit (Unit 21) and the erection of a retail supermarket (Class A1) and a Class A3/A5 drive through coffee shop/cafe together with new parking and landscaping.				
<b>Observations :</b>				
<b>161758</b>	06/07/2016	Dariusz Kusyk	Mr Martin Sutton	2 Mannock Way Mannock Way Woodley RG5 4XW
<b>Proposal :</b> Householder application for proposed partial conversion of existing garage to habitable accommodation plus changes to side fenestration.				
<b>Observations :</b>				
<b>161826</b>	06/07/2016	Stephen Thwaites	Mr T Grover	26 Marathon Close Marathon Close Woodley RG5 4UN
<b>Proposal :</b> Householder application for the proposed erection of a single storey front and rear extension to dwelling.				
<b>Observations :</b>				
<b>161856</b>	19/07/2016	Stefan Fludger	Mr Paul Preuth	19 Reading Road Reading Road Woodley RG5 3DA
<b>Proposal :</b> Householder application for proposed conversion of existing side flat roof to pitched roof.				
<b>Observations :</b>				
<b>161858</b>	19/07/2016	Mark Croucher	Prezzo plc	61 - 63 Crockhamwell Road Crockhamwell Road Woodley RG5 3JP
<b>Proposal :</b> Full planning application for the proposed change of use of basement and ground floor from retail (Class A1) to restaurant (Class A3); installation of new shopfront lobby plus installation of condenser units, extraction duct and enlarged grille on the rear elevation.				
<b>Observations :</b>				
<b>161875</b>	19/07/2016	Katie Herrington	Ms Lijuan Chen	Units 1 & 6, E Reading Retail Shepherds Hill Woodley RG6 4BD
<b>Proposal :</b> Full application for proposed change of use from Class A1 (shops) to Class D2 (assembly and				

## New Applications Received Between 01/07/2016 and 21/07/2016

Item No :

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
				leisure) for Units 1 and 6 to open an Anytime Fitness gym operating on a 24 hours a day, 7 days a week basis.
<b>Observations :</b>				
<b>161876</b>	19/07/2016	Stefan Fludger	Mr Sanjay Sankla	74 Crockhamwell Road Crockhamwell Road Woodley RG5 3LD
				<b>Proposal :</b> Householder application for the proposed erection of a part single part two storey front/side extension, to include conversion of garage to habitable accommodation with single storey extension to existing garage.
<b>Observations :</b>				
<b>161880</b>	13/07/2016	Stephen Thwaites	Mr M Mahendra	59 Malone Road Malone Road Woodley RG5 3NL
				<b>Proposal :</b> Householder application for the proposed erection of a part single storey part two storey side extension, following the demolition of existing garage.
<b>Observations :</b>				
<b>161921</b>	13/07/2016	Jemma Cox	Mr Page	33 Bingley Grove Bingley Grove Woodley RG5 4TT
				<b>Proposal :</b> Householder application for proposed conversion of existing garage to habitable accommodation.
<b>Observations :</b>				
<b>161929</b>	20/07/2016	Brett Beswetherick	Mr Akhtar Hussain	97 Howth Drive Howth Drive Woodley RG5 3DJ
				<b>Proposal :</b> Application for a certificate of existing lawful development for a single storey rear extension to the dwelling.
<b>Observations :</b>				
<b>161958</b>	15/07/2016	Brett Beswetherick	Mr Ryan & Miss Shepherd	100 Butts Hill Road Butts Hill Road Woodley RG5 4NR
				<b>Proposal :</b> Householder application for the proposed erection of a part single storey, part two storey front extension to include the part conversion of existing garage and single storey rear extension.
<b>Observations :</b>				
<b>161959</b>	13/07/2016	Christine Phillips	Mr Domonic Jackson	65 Lunds Farm Road Lunds Farm Road Woodley RG5 4PZ
				<b>Proposal :</b> Householder application for the proposed erection of a single storey rear extension to form a

## New Applications Received Between 01/07/2016 and 21/07/2016

Item No :

Ref No :

<u>Application No</u>	<u>Date Recd</u>	<u>Case Officer</u>	<u>Applicant Name</u>	<u>Location</u>
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conservatory.

**Observations :****161980**

21/07/2016	Brett Beswetherick	Mr Tim Potter	96 Haddon Drive Haddon Drive Woodley RG5 4LT
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**Proposal :** Householder application for the proposed erection of a single storey rear extension, single storey extension to existing garage and part 1st floor extension to dwelling.

**Observations :****161991**

19/07/2016	Charlie Snell	Mr Sailesh Tailor	146 Howth Drive Howth Drive Woodley RG5 3DL
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**Proposal :** Householder application for the proposed erection of a single storey rear extension to dwelling.

**Observations :****Applications Received :- 14**



NOTIFICATIONS OF PLANNING DECISIONS FROM Wokingham Borough CouncilMinute Ref

Thu 21 July 2016

District Ref

' C ' Contrary to District 'CD' Contrary Delegated  
 ' D ' Delegated  
 ' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E 160948	Approved	Greyholme
E 161147	Approved	130-134 Crockhamwell Road
E 161197	Approved	72 Reading Road
E 161216	Approved	57 Western Avenue
E 161224	Approved	88 Hearn Road
E 161278	Approved	150 Loddon Bridge Road
E 161304	Approved	4 Messenger Road
E 161306	Approved	46 Harvard Close
E 161325	Approved	21 Tiger Close
E 161348	Approved	58 Campbell Road
E 161387	Approved	37 Crockhamwell Road
E 161390	Approved	47 Colemans Moor Road
E 161404	Approved	The Chequers, 198 Crockhamwell
E 161426	Approved	The Chequers, 198 Crockhamwell
E 161472	Approved	113 Woodlands Avenue
E 161484	Approved	189 Faiwater Drive
E 161542	Approved	28 Wroxham Road

REFUSED PLANNING PERMISSIONS

C 161267	Refused	15 Reading Road
District COMMENT		Local COMMENT The applicant was present at the meeting. One letter of concern had been received.
		The Committee considered the application and had no objections to the proposals.

OTHER PLANNING DETAILS

161326	Withdrawn	146 Howth Drive
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**PLANNING COMMITTEE**

**BUDGETARY CONTROL 2016/17**

**Report No. P 4/16**

<b>EXPENDITURE</b>	<b>Budget 2016/17</b>	<b>Actual Exp as at 30/06/2015</b>	<b>Actual Exp as at 30/06/2016</b>	<b>Actual Exp as % of Budget</b>	
Annual grants	30481	18000	17741	58.2	Grant payments made in May and October Grant to ARC paid in full in May - at the same time that rent charges for the year are invoiced
<b>Total</b>	<b>30481</b>	<b>18000</b>	<b>17741</b>	<b>58.2</b>	
<b>INCOME</b>	<b>Budget 2016/17</b>	<b>Actual Inc as at 30/06/2015</b>	<b>Actual Inc as at 30/06/2016</b>	<b>Actual Inc as % of Budget</b>	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net</b>	<b>30481</b>	<b>18000</b>	<b>17741</b>	<b>58.2</b>	

**WOKINGHAM BOROUGH COUNCIL**  
**Street Works Major Project Co-ordination Meeting**  
**Held on the 28 June 2016 in the David Hicks Room**

**Attendees:**

Vinny Murphy	BBLP	Graham Barnwell (chair)	WBC
Liam Coyle	Clancy Docwra	Theresa Couchman	WBC
Andrew Vickery	Courtney Buses	Jason Archer	WBC
Kevin Barnwell	Options	Edward Day	WBC
Neil Scott	Reading Buses	Joyce Stoner	WBC
Margret Burgess	Network Rail	James Sherwood	WBC
David Smith	SGN	Rebecca Brooks	WBC/WSP
Martin Crowley	SSE	Tony Jackman	WBC/WSP
Ted Henderson	SSE	Phil Milburn	WBC/WSP
Mark Wheatley	Thames Water	Im Kiat Hong	WBC/WSP
Graham Holman	Virgin Media	Cllr Shepherd-DuBey	WBC
		Cllr Malcolm Richards	WBC
		Steve Bromley	Finchampstead Parish Council
		Mike Dunstan	Wokingham Town Council

\*as per sign in sheet

Graham Barnwell (GB) covered house-keeping, welcomed all attendees and opened the meeting.

**1. Minutes from the last meeting held on the 17 May 2016 were agreed**

**2. Southern Gas Networks renewal of Gas Mains and Services**

Dave Smith (DS) presented the dates for SGN's Major Works.

Amec will be completing Chesnut Crescent and Paddock Heights Schemes.

New Contractors GPL will complete Amec projects. ING will undertake major projects, diversions etc.

**Arborfield**

*Sen 30498*

- Langley Common Road TBC

**Barkham**

*Sen 30498*

- Barkham Road (Part) TBC
- Limmer Road TBC
- Aggisters Lane TBC
- Bearwood Road TBC
- Barkham Street TBC
- Scholl Road TBC

**Earley**

*Sen 31211*

- Culver Lane TBC
- Erleigh Court Drive TBC
- Whitegates Lane TBC
- Byron Road TBC
- Hilltop Road TBC

**Finchampstead**

- Tanglewood TBC
- Ingle Glen TBC
- Jerry Moor Hill TBC
- Mornington Avenue TBC
- Wild Briar TBC
- Longwater Lane TBC

[UNCLASSIFIED]

- Longwater Road TBC
- The Village 01.12.2016 – 31.03.2017
- Cricket Hill 01.12.2016 – 31.03.2017

**Shinfield**

- Askew Drive 27.09.2016 – 10.10.2016
- Half Acre Close 27.09.2016 – 15.10.2016
- Appletree Lane 27.09.2016 – 22.10.2016
- Orchard Close 27.09.2016 – 15.10.2016
- Salmon Close 27.09.2016 – 16.10.2016
- Clares Green Road 27.09.2016 – 15.10.2016
- Green End Close 27.09.2016 – 15.10.2016
- Grazeley Road 27.09.2016 – 16.10.2016

**Twyford**

Sen 29780

- Waltham Road 31.10.2016 – 23.12.2016
- Stanlake Road TBC
- A321 Hurst Road 05.09.2016 – 28.10.2016
- Colleton Drive 08.08.2016 – 26.09.2016
- Broadwater Lane TBC
- Winchcombe Road 18.07.2016 – 19.09.2016

Neil Scott (NS) asked what TM the works in Winchcombe Road would require. DS confirmed that 2 way lights a minimum would be required. He will, however, investigate to confirm bus access arrangements.

Cllr Malcolm Richards (MR) asked what will be happening on Hurst Road. DS confirmed 2 way lights will be used to undertake mains replacement work.

**Twyford**

Sen 31220

- London Road TBC
- Springfield Park TBC
- Sycamore Drive TBC

**Wargrave**

Sen 30930

- Baylis Road TBC
- Fidlers Walk TBC
- Langhams Way TBC
- Newalls Rise TBC
- Purfield Drive TBC

**Winnersh**

Sen 30074

- King Street Lane TBC
- Azalea Close TBC
- Harman Court TBC
- Churchill Drive TBC
- Westfield Road TBC
- Chatsworth Avenue TBC

**Winnersh**

- Reading Road TBC

DS doesn't have full details at this stage which is expected to be a Major Scheme.

Cllr Shepherd-DuBey (RSD) reminded the meeting of Section 58's. DS suggested that scope would be from Halfords to Woosehill Land but this is not confirmed.

Phil Milburn (PM) asked how risks are identified. DS explained that risks are constantly updated based upon age and usage.

Joyce Stoner (JS) asked if this will affect construction at Old Forest Road. DS advised scope was unknown but may be part of the scheme.  
 PM asked if diversion works at Old Forest Road will be upgraded during diversion. DS advised he couldn't confirm but would investigate.

**Wokingham**

*Sen 30498*

- Barkham Road (Part) TBC
- Woosehill Lane TBC
- Ormonde Road TBC
- Limmerhill Road TBC
- Doles Lane TBC
- Sandy Lane TBC

**Wokingham**

*Sen 30517*

- Andrew Close TBC
- Duncan Drive TBC
- Easthampstead Road TBC
- Fairview Road TBC
- Gipsy Lane TBC
- Crutchley Road On site
- Pages Croft On site
- Southlands Road On site
- Starmead Drive On site
- Wallner Way On site
- Murdoch Road On site

Pages Croft / Southlands Road / Starmead Drive / Wallner Way / Murdoch Road being undertaken by GPL

**Woodley**

- Hanwood Close TBC
- London Road TBC
- Shepherds Hill TBC
- Highgate Road TBC
- Wallace Close TBC
- Fairwater Drive TBC

**3. Scottish & Southern Energy Renewal of Mains & Services**

Martin Crowley (MC) gave updates on Kentwood Farm and Buckhurst Farm Schemes.

**Earley**

*HV Overlay*

- Robindale Road TBC
- Finch Road TBC
- Kilnsea Way TBC
- Rushey Way TBC
- Gipsy Lane TBC
- Roman Way TBC
- Silverdale Road TBC
- Sutcliffe Avenue TBC
- Meadow Road TBC

**Wokingham**

*Proposed HV reinforcement scheme*

- Broad Street TBC
- Elms Road TBC
- Rectory Road TBC
- Milton Road TBC
- Twyford Road TBC
- Wiltshire Road TBC
- Warrenhouse Road TBC

## KENTWOOD FARM – WARREN HOUSE ROAD SCHEME

- Upgrade supply for the 2,500 homes on new housing development
- Start at Keephatch Road
- Continue from Junction of Warren House Road and Wiltshire Road on to Rectory Road and to the junction of Broad Street
- From The Elms Primary sub-station to junction of Broad Street and Rectory Road
- The cables go in different directions
- The first up Rectory Road to Warren House Road
- The second will continue up Milton Road to Mathews Green Road sub station

Keephatch Road	Approximately 165mts	Approximately 3 weeks (TBC)
Warren House Road	Approximately 540mts	Approximately 6 weeks (TBC)
Wiltshire Road	Approximately 700mts	Approximately 8 weeks (TBC)
Rectory Road	Approximately 530mts	Approximately 6 weeks (TBC)
Broad Street	Approximately 75mts	Approximately 1 week (TBC)
Elms Road	Approximately 120mts	Approximately 3 weeks (TBC)
Milton Road	Approximately 962mts	Approximately 12 weeks (TBC)

Temporary traffic lights will be used along these sections with the exception of Rectory Road which is the one way system and a potential lane closure will be put in place.

### SCHEME PR

Advanced warning signs / Advanced warning letters / Contact details / Continual customer engagement  
Web Page / Essendex / E mail / Feedback form / Completion feedback

### Wokingham

*Proposed HV reinforcement scheme*

- |                 |     |
|-----------------|-----|
| • Waterloo Road | TBC |
| • Clay Lane     | TBC |

## BUCKHURST FARM / PEACOCK LANE SCHEME

- These works are the supply to the new housing development on London Road (Buckhouse Park) and to reinforce the network
- These works start at the primary sub-station at Jennets Park behind the Peacock Public House. They will continue along Peacock Lane to the junction of Waterloo Road level crossing and on the Clay Lane
- Trial holes will be required either side of the level crossing to identify if any ducts are present, these exploratory works will be done prior to any of the major works being started.

Peacock Farm Primary – Peacock Lane	Approximately 200mts	Approximately 2 weeks (TBC)
Peacock Lane – junction of Waterloo Road	Approximately 1200mts	Approximately 8 weeks (TBC)
Waterloo Road – Waterloo Rd level crossing	Approximately 680mts	Approximately 4 weeks (TBC)
Waterloo Road level crossing – Clay Lane	Approximately 150mts	Approximately 2 weeks (TBC)

Majority of the works will be in the carriageway with 2 way / multi traffic signals

### Earley

*Installation of ducting 33kv*

- |   |     |
|---|-----|
| • Wokingham Road  | TBC |
| • Loddon Bridge Road  | TBC |
| <i>Road closure 3 weeks between Coppice Road and Wokingham Road</i> |     |

### Woodley

*Installation of ducting 33KV*

- |   |     |
|---|-----|
| • Loddon Bridge Road  | TBC |
| <i>Road closure 3 weeks between Coppice Road and Wokingham Road</i> |     |
| • Nightingale Road  | TBC |
| • Dartington Avenue   | TBC |
| • Clivedale Road  | TBC |

- Coppice Road TBC  
*Road closure 4 weeks between Clivedale Road and Loddon Bridge Road*

### **Earley**

*Installation of new SSE HV Citcuits*

- Hilltop Road 03.10.2016 – 22.02.2017
- Gipsy Lane 03.10.2016 – 22.02.2017
- London Road 03.10.2016 – 22.02.2017
- Mill Lane 03.10.2016 – 22.02.2017
- Barbel Close 03.10.2016 – 22.02.2017
- Rosedale Crescent 03.10.2016 – 22.02.2017
- Pitts Lane 03.10.2016 – 22.02.2017
- Toseland Way 03.10.2016 – 22.02.2017
- Ilfracombe Way 03.10.2016 – 22.02.2017

### **Woodley**

*Installation of new SSE HV Circuits*

- Woodlands Avenue 03.10.2016 – 22.02.2017

## **4. BT Openreach**

Ed Day (ED) gave an update of works on behalf of BT.

### **Winnersh**

- King Street Lane 11.09.2016 – 30.09.2016  
*Chambers and Installation ducting in Footway / Carriageway 7 day working extended hours*

ED asked Kevin Barnwell (KB) to provide communication letters etc. to pass on to Winnersh Parish Council.

## **5. Network Rail**

Jason Archer (JA) gave updates on Network Rail schemes.

### **Twyford**

- Hurst Road 03.12.2016 – 28.04.2017  
*Proposed work to lift in materials required to extend the current platform lengths at Twyford Station. Traffic management will be required on Hurst Road using traffic lights and manned stop and go boards, suitably positioned at pre agreed positions. Pedestrian diversions may be required. Weekdays and weekends 08:00 to 20:00 hrs*

### **Wokingham**

- Easthampstead Road 08.08.2016 – 10.08.2016  
*Level crossing barrier maintenance working 23:00 to 06:00*
- Waterloo Road 09.09.2016 – 12.09.2016  
*Level crossing barrier maintenance working 00:01 to 05:00*
- Waterloo Road 16.07.2016 – 17.07.2016  
*Track maintenance working from 23:00 – 19:00*

## **6. South East Water Renewal of Mains and Services**

JA advised Major Projects renewal of water mains and services awaiting dates for 2017 /2018

## **7. Thames Water**

Mark Wheatley gave updates for Thames Water schemes.

### **Hurst**

- Wokingham Road
- Waltham Road
- Hinton Road
- Broadwater Lane
- Martineau Lane

- Orchard Road
- School Road
- Wards Cross

Replacements to reduce bursts. Considered wish list with WBC depending on locations.

**Remenham**

- Remenham Hill
- Aston Lane

**Ruscombe**

- Waltham Road
- Castle End Road

**Sonning**

- Charvil Lane
- Thames Street

**Twyford**

- Hurst Road
- Broadwater Road
- Hurst Park Road

**Wargrave**

- Crazies Hill
- Bear Lane
- Blakes Lane

**Woodley**

- Willowside
- Uppingham Drive
- Duffield Road
- Copse Mead
- Highcliffe Close
- Sandford Drive
- Hawker Way
- Stonehaven Drive
- Austin Road

**8. Virgin Media**

Graham Holman (GH) gave updates for Virgin Media

**Earley**

- |                    |                         |
|--------------------|-------------------------|
| • Kensington Close | 30.08.2016 – 01.09.2016 |
| • Conygree Close   | 30.08.2016 – 01.09.2016 |
| • Strand Way       | 15.09.2016 – 26.10.2016 |

**Finchampstead**

- |                    |                          |
|--------------------|--------------------------|
| • Manor Park Drive | On site until 16.08.2016 |
| • Redgauntlet      | On site until 04.09.2016 |
| • Briarwood        | On site until 10.09.2016 |
| • Church Hams      | On site until 10.10.2016 |

**Woodley**

- |                |                         |
|----------------|-------------------------|
| • School Drive | 15.09.2016 – 26.10.2016 |
|----------------|-------------------------|

**9. Wokingham Highways Alliance Major Highway Works**

Tony Jackman (TJ) gave an updates on Wokingham Highway Alliance works.

[UNCLASSIFIED]





- Shinfield Bypass On site until September 2016.  
*Roundabout construction of Arborfield Road. Road Closures / Temporary Traffic Signals*

## 12. Highway Drainage

- Wellingtonia Avenue 25.07.2016 – 23.08.2016
- Lower Wokingham Road 25.07.2016 – 23.08.2016
- Dukes Ride 25.07.2016 – 23.08.2016

## 13. Environmental Improvement Programme – Market Place Wokingham

Richard Brommel presented information on this scheme

## 14. Developments

Phil Milburn (PM) gave updates for developments

### Earley

- Sibley Hall Redhatch Drive (Persimmons)
- Hatch Farm of Lower Earley Way (Bovis)

### Shinfield

*S278/S38 Agreement – ongoing / pending*

- Basingstoke Road / Tabby Drive (BBLP junction amendment)
- Hyde End Road opposite 191 (Taylor Wimpey and David Wilson Homes)
- Basingstoke Road near Hilltop (Coinfords)
- Cut Bush Lane (Bellway)
- Hyde End Road and Deardon Way (Lindon / Bovis / Bloor Homes).
- Hyde End Road/ Basingstoke Road *signalisation* (Taylor Wimpy)

### Wokingham

- Twyford Road / Toutley Road (Bovis)

### Woodley

- Mohawk Way (J D Moran)
- Woodlands Avenue / Church Road (Cala Homes)

## 15. PUBLIC EVENTS

- Henley Regatta 28.06.2016 – 03.07.2016
- Marvellous 23.07.2016 – 24.07.2016
- Rewind Festival 19.08.2016 – 21.08.2016
- Wokingham Festival 26.08.2016 – 28.08.2016

## 16. A.O.B

**Date of next meeting Tuesday 19 July 2016**  
**WBC Offices, Shute End, Wokingham.**

## PERFORMING RIGHTS SOCIETY TARIFFS CONSULTATION

### REPORT OF THE DEPUTY TOWN CLERK

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#### Purpose of Report

To provide Members with the consultation being carried out by the Performing Rights Society (PRS) regarding the way that it calculates licence fees for local authorities.

#### Background

A PRS licence is currently required in premises where music is used or performed. PRS currently use a formula for calculating the licence fee based on the quantity of different types of booking with music use that have occurred during the preceding 12 months. The tariff calculation is quite complicated for the customer and PRS is consulting with local authorities on a new tariff system.

The consultation document is attached at **APPENDIX A**.

*A PPL (Phonographic Performance Limited) licence is also normally required for premises where music is used. This is a different licence and is operated and charged separately from PRS by another organisation.*

#### Proposed charging tariff

PRS are proposing to introduce a new tariff system for calculating fees which includes a charge for background music based on the size of the 'audible area' where music can be heard. This would only apply to the coffee shop area in the Oakwood Centre and would incur a charge of £210. All other activities in the Oakwood Centre, leisure centre and halls would be covered by charges similar to the existing tariff.

	Fee under current tariff	Fee under proposed tariff
The Oakwood Centre	£142	£341
Woodford Park Leisure Centre	£454	£383
<i>Coronation Hall*</i>		
<i>Chapel Hall *</i>		

*\*Charges for the community halls PRS licences are currently being established and are unlikely to be affected by the proposed tariff changes.*

#### Summary

Although the aim of the new tariff system is to make it simpler, most of the relevant activities in the Town Council's premises would continue to be charged in the same way as before. Under the proposed tariff most activities are charged at a similar rate to those currently charged, however the introduction of the background music charge increases the cost at the Oakwood Centre, and will potentially increase the cost at Woodford Park Leisure Centre by a similar amount depending on how music is be used in the fitness gym once open.

#### Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider the consultation document and any responses they wish to make.**



*PRS for Music*  
Local Authorities Tariff  
**Customer Consultation**

Published: June 2016



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# 1. Introduction

*PRS for Music* is undertaking a consultation on a new tariff to simplify its licensing of its members copyright music within premises owned and managed by or on behalf of local authorities and town and other councils (“local authorities”).

We are proposing to make it easier for local authorities to comply with the requirements of their *PRS for Music* licences by:

1. Reducing the administrative burden associated with the number of tariffs currently applied to local authorities.
2. Simplifying and reducing the number of questions required to be answered by a local authority in order to enable *PRS for Music* to calculate the licence fees payable by the authority.

The key objectives of this stage of the consultation are to set out the scope and structure of the proposed tariff and to invite views on the proposal from those affected by it.

The consultation is being undertaken in accordance with the *PRS for Music Code of Conduct*. This outlines our commitment to undertake fair, reasonable and proportionate consultations when proposing to introduce a new tariff or to make significant changes to an existing tariff. *PRS for Music* aims to set reasonable terms and to apply and administer all licensing schemes fairly and consistently. The Copyright Tribunal has jurisdiction over all existing and proposed licensing schemes and tariffs operated by *PRS for Music*.

The consultation will run for a period of 8 weeks from **22<sup>nd</sup> June 2016 until 17<sup>th</sup> August 2016**. *PRS for Music* will review all responses received on or before the closing date. Details on how to respond to the consultation can be found in Section 8.

The consultation does not cover the use of copyright sound recordings by local authorities. The right to play sound recordings in public (e.g. by means of CD player or reception of a TV/radio broadcast) is administered by the Phonographic Performance Limited (PPL). PPL and *PRS for Music* are two separate independent Collective Management Organisations and in most instances a licence is required from both organisations to lawfully play recorded music in public. While both organisations license the use of music and collect royalties for the music industry, each represents different rights holders and have separate licences and terms & conditions. PPL collects and distributes money for the use of recorded music on behalf of record companies and performers. *PRS for Music* collects and distributes money for the use of the musical composition and lyrics on behalf of authors, songwriters, composers and publishers. For further details on PPL, please visit [www.ppluk.com](http://www.ppluk.com).

In early 2016 *PRS for Music* and PPL confirmed plans to create a new joint venture for public performance licensing (details can be found [here](#)). The plans do not affect this consultation as the two organisations will continue to develop their tariffs separately.

## 2. PRS for Music

Performing Right Society Limited (“*PRS for Music*”) represents the rights of more than 118,000 songwriters, composers and music publisher members in the UK. As a membership organisation it ensures creators are paid when their music is played, performed or reproduced, and champions the importance of copyright to protect and support the UK music industry. *PRS for Music* provides business and community groups with easy access to over 14 million songs through its music licences. *PRS for Music* is one of the world’s most efficient performing rights organisations. With over 100 representation agreements in place globally, *PRS for Music*’s network represents over two million music creators. We are owned and accountable to our members. After deducting running costs, the income received from licence fees is distributed to members and other right holders who have an interest in the works used by our customers.

*PRS for Music* members have empowered the organisation to make their copyrighted songs available to be used in exchange for fair compensation. *PRS for Music* provides the required licences for this in a simple and cost effective way. This gives businesses and individuals the right to use millions of copyrighted songs from around the world, without the need to negotiate individual licensing terms for these works with the songwriters or publishers.

### 2.1 What does a *PRS for Music* licence cover?

If music is played in a premises for visitors or staff – through an audio or audio-visual device such as a radio, TV, CD/MP3 player or through computer speakers - or at live events, this is considered a ‘public performance’. The Copyright, Designs and Patents Act 1988 states that permission must be sought from the copyright holder to perform music in public.

Our licence covers the use of music in all local authority run premises and open air spaces including (but not limited to):

- Arts centres
- Community centres, town halls & civic halls
- Youth centres
- Outdoor events in parks
- Children’s centres
- Nurseries
- Leisure centres
- Adult education centres
- Tourist attractions, museums & markets

### 3. Current *PRS for Music* tariffs

Every year our local authority customers are required by the terms of their licences to declare specific information about the nature and amount of their music use in order to enable PRS (a) to identify the tariff applicable to that use; and (b) to calculate the aggregate annual royalty due under the relevant tariffs. Currently we have 44 public performance tariffs to reflect the differing ways that businesses and organisations use music. There isn't a specific tariff to charge local authorities so we apply a combination of charges from a selection of our tariffs. On average, three separate tariffs are used per local authority. The information declared to us is then used to calculate the local authority's annual licence fee.

The current tariffs used to charge local authorities often follow a lengthy "check list" approach where music usage is tracked on a per premises basis. It is unlikely that a single person or department holds the level of detail to complete a declaration of music usage across the entire local authority. Consequently, this increases the effort required to establish the annual music usage. Our ambition is to eliminate much of the administrative burden by streamlining the licensing process.

A summary of the type of information local authorities are currently required to declare is located in **Appendix A**.

### 4. Why are we reviewing our fees for local authorities?

The proposals set out in this consultation are part of an extensive programme to review and simplify our public performance tariffs. Many of our tariffs have been in use for many years and ad-hoc updates to keep them up to date with how music is performed and consumed has made most tariffs too long and complicated.

The aim is to create revised tariffs that are easy to understand, simple and efficient for our customers to use, while fairly reflecting the value of music.

We are intending to simplify our tariffs while remaining broadly cost neutral for the average customer (although variances for some customers may occur when moving to the new tariff).

The absence of a dedicated local authorities tariff makes it difficult for many local authorities customers to cost-effectively manage their reporting and payment obligations under their PRS licence. Key local authority stakeholders have provided the following feedback regarding the application of our current tariffs:

- An average sized local authority takes in excess of three months to complete their annual review. Larger local authorities who are required to provide a detailed declaration of music usage on a multi-site basis can take six months or more to complete their annual review.
- Our tariffs and the associated documents are more complicated than may be necessary. For example, most of our tariffs contain itemised fees to charge for different audio and audio-visual devices. Consequently local authorities are required to record and declare the use of every device. In addition many of our tariffs refer to audio and audio-visual devices that are no longer commonly used e.g. tape players.
- Local authorities often experience difficulties understanding what their annual fees will be due to the complexity of navigating through several possible tariffs. As a result, local authorities staff contact us to help them estimate their licence fees for financial planning purposes.



## 5. *PRS for Music's* proposal to simplify local authority licensing

We believe that a simpler scheme will be more desirable for local authorities by making the process of licensing and the licence-review more straightforward. We therefore propose to introduce a new **Local Authorities Tariff** to replace much of the multi-tariff approach currently applied.

The proposed tariff will as a result contain consolidated fees to cover the most common types of music usage, principally in the area of background music but other uses will also be brought within the scope of the consolidated charge.

For usages that are unlikely to be common or “core” to all local authorities, we intend to continue applying the standard tariff applicable to that particular use. We believe that this is the best way of ensuring that local authorities are treated consistently whilst recognising that within the sector there are large variations in the size, function and facilities offered by individual authorities to rate payers and the public. Some smaller authorities may use very little music outside of the core usage areas and it would not therefore be reasonable to ask them to pay an aggregated fee in relation to music usage that they do not in fact undertake on their premises.

We have designed the proposed tariff to help make the annual review process far more user friendly and less time consuming for local authority staff. The proposed tariff requires fewer questions than the current collection of tariffs usually applied. As a result local authorities will be required to declare less information to calculate their annual fees.

Additionally, the proposal reduces the amount of paperwork associated with our licensing. We expect the proposed tariff to be set out on two pages, making it much easier for local authorities to quickly identify their annual fees.

### 5.1 Proposed local authorities tariff structure

The scope of the Local Authorities Tariff will cover the majority of music usage within local authority-run premises. Examples of the types of premises to be covered by the tariff include **community centres, workplaces/offices, children's centres, markets, town halls, adult education centres and youth clubs**.

The key aspects of the tariff are as follows:

#### **Core music usage fee (background music)**

We propose to apply a single metric to calculate the fees to cover the most common or “core” music usage within local authority premises. This represents the most significant change from the current system. The charge will be based upon the total area in square metres within a premises where music is audible; i.e. the “audible area”.

We have not included different fees for specific audio and audio-visual devices in the tariff. This means that local authorities' premises can make use of any type of background music device without incurring any additional fees.

#### **Bolt-on music usage fees**

We intend to include bolt-on fees to complement the core music usage fees. The bolt-on fees will be used to cover most additional music usage, e.g. film showings at art centres.

## 5.2 Core music usage: definitions and metric

The following music usage types within local authorities will be covered by the new core music fee. Premises fees will start from £105 (plus VAT) per year.

**Figure 1: Core music usage and proposed charging metric**

Usage type	Description	Proposed charging metric
Background music	Music played in premises through any type of audio or audio-visual device including televisions.  This excludes uses where the music is a 'featured' element, such as at live concerts.	Total area of premises in square metres where music is audible. i.e. "audible area"
Jukeboxes	Audio or video jukebox, with or without background capability.	
Staff Areas (formerly known as 'Music in the Workplace')	Music audible to workers such as administrative staff in their place of work or canteen.	
Youth clubs	Informal performances of music limited to club members and their friends.	

### 5.3 Bolt-on music usage: definitions and metrics

The table below outlines the bolt-on fees together with the proposed charging metrics.

**Figure 2: Bolt-on music usage and proposed charging metrics**

Usage type	Proposed charging metric	Annual fees (from 2017 onwards)
Featured use of music e.g. discos at youth clubs.	Fee per event, which scales upwards dependent on the frequency of events and the capacity of the area where each event takes place.	From £5 (plus VAT).
Film shows e.g. weekly film clubs at art centres.	Fee per event, which scales upwards dependent on the frequency of film showings and the capacity of the area where each showing takes place.	From £4.95 (plus VAT) per event.
Workshops/ demonstration and tuition classes.	Fixed charge per session.	£2.50 (plus VAT) per session.
Short educational and/ or training films.	Fixed charge per showing.	£1.25 (plus VAT) per film showing.
Managed busking.	Daily fee to cover performances by buskers at areas designated and managed by the local authority. For example where the local authority requires the performer(s) to obtain specific permissions to perform.	£9.90 (plus VAT) per day.
Unmanaged busking.	A new fee is proposed to cover spontaneous performances by buskers in areas represented by the local authority at any given time.  We acknowledge that charging this type of busking on the same 'per day' basis as managed busking is impractical as local authorities are unable to reasonably record or declare such activities. In addition, we acknowledge that there may be significant periods where no performances take place.  The flat fee allows unlimited unmanaged busking throughout the year.	£200 (plus VAT) per year.

## 6. The proposed local authorities tariff

A revised charging structure for the local authorities tariff is set out below:\*

*NB. All quoted rates are indicative based on our 2015 figures and will be adjusted annually in line with inflation.*

### Background music in all local authority premises\*

(Unlimited use of any audio or audio-visual device throughout the year)

Audible area	Annual fee per premises
Square Metres	
0 – 60m <sup>2</sup>	£105
61– 120m <sup>2</sup>	£210
121 – 200m <sup>2</sup>	£320
201 – 300m <sup>2</sup>	£445
301 – 400m <sup>2</sup>	£570
401 – 700m <sup>2</sup>	£720
701 – 1,000m <sup>2</sup>	£895
1,001m <sup>2</sup> +	£1,060

Audible area means: the area of the premises, measured wall to wall in square metres where music is audible.

#### Events with featured music

**Fee per event** £5 per 50 person capacity

#### Film showings

**Fee per session** £4.95 per 100 person capacity

#### Short educational and/or training films

**Fee per session** £1.25

#### Workshop, demonstration & tuition classes

**Fee per session** £2.50

#### Managed busking

**Fee per day** £9.90

#### Un-managed busking

**Annual fee** £200

For a licence continuing from year to year the minimum annual royalty under this tariff will be: **£105.**

*\*The tariff will not be applied to cover specific less frequent uses of music by local authorities. We propose to apply our standard tariffs to cover these uses. The list of exclusions is detailed on the following page.*

## Local authorities tariff exclusions

Type of premises/event	Current applicable tariff
Light/popular concerts, festivals and gigs where a charge is made for admission.	Popular music concerts tariff 'Tariff LP'
Classical concerts and recitals, for example, at concert venues, theatres, similar premises, and outdoor sites, with or without a charge for admission	Classical music concerts & recitals 'Tariff LC'
Sporting events at sports grounds, race tracks and stadiums	Sports Events tariff 'Tariff SE'
Skating rinks	Skating rinks tariff 'Tariff SR'
Telephone music on hold	Music on hold tariff 'Tariff MH'
Leisure centres & gyms	Please see the <a href="#">Fitness &amp; Dance</a> page on our website for further details.
Nurseries	Nurseries, pre-schools, playgroups and crèches 'Tariff N'
Outdoor events	Open-air places, parks & pools 'Tariff O' or General Purposes 'Tariff GP'

Copies of all tariffs are available on our website's [Tariffs Page](#).

## 7. The impact of the proposals

We have compared annual fees under the current Tariffs and the proposed Tariff to illustrate the impact of the proposals on five types of licensed local authorities.

Please note these following examples do not include fees for any premises or events detailed in the exclusions list.

### Example 1: A county council with 27 premises using music

Types of premises	Summary of music usage	Current tariff fees	Proposed Tariff fees
19 children's centres	Background music	£4,126	£3,990
6 youth centres	Background music and events with featured music	£1,119	£912
2 museums	Background music and events with featured music	£766	£730
Total annual licence fee		£6,011	£5,632

**Figure 4: Comparison of current tariff fees & proposed fees for example 1**



**Example 2: A district council with 37 premises and one outdoor event using music**

Types of premises and open air spaces	Summary of music usage	Current tariff fees	Proposed Tariff fees
37 community centres	Background music	£11,061	£8,790
1 Christmas community event in open air space	Featured music	£495	£500
Total annual licence fee		£11,556	£9,290

**Figure 5: Comparison of current tariff fees & proposed fees for example 2**



**Example 3: A district council with six premises using music**

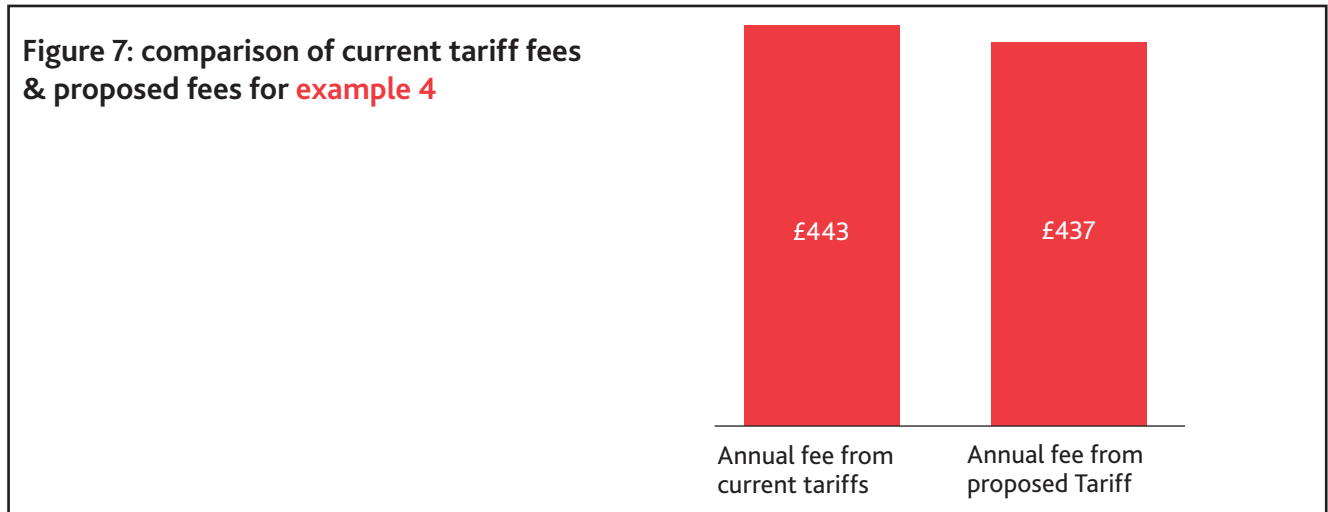
Types of premises	Summary of music usage	Current tariff fees	Proposed Tariff fees
4 community centres	Background music and events with featured music	£1,939	£2,326
2 town halls	Background music and events with featured music	£1,202	£1,200
Total annual licence fee		£3,141	£3,526

**Figure 6: Comparison of current tariff fees & proposed fees for example 3**



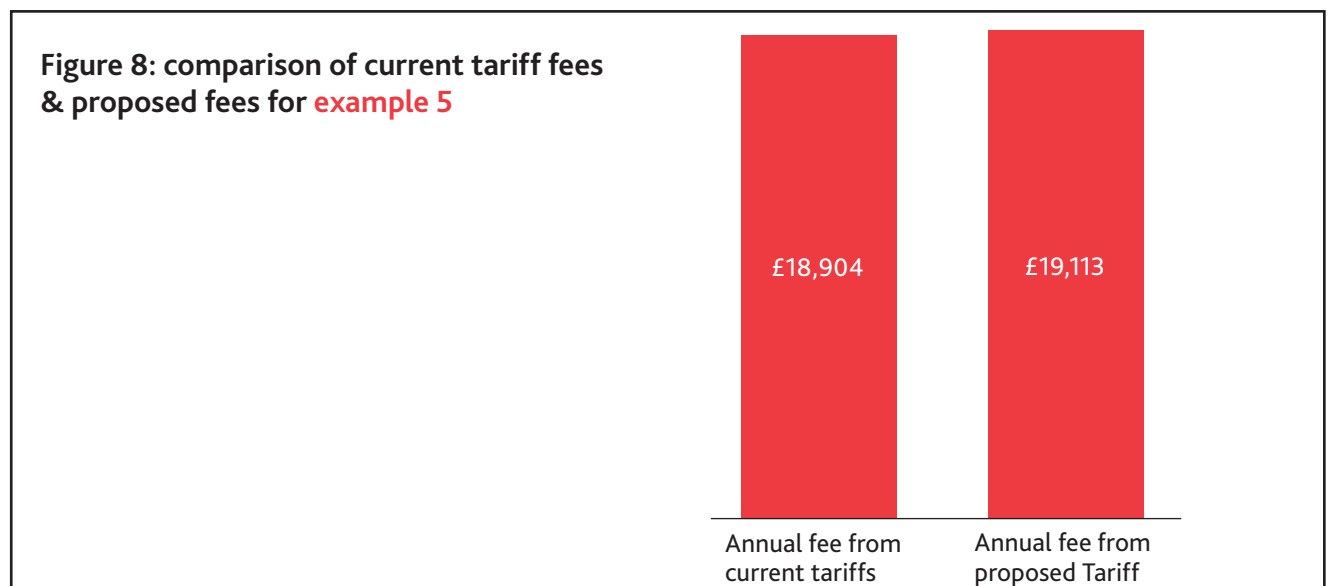
**Example 4: A parish council with one premises declaring music**

Types of premises	Summary of music usage	Current Fee	Proposed Tariff fees
1 community centre	Background music and featured events	£443	£437



**Example 5: A city council with twelve premises and three outdoor events declaring music**

Types of premises and open air spaces	Summary of music usage	Current tariff fees	Proposed Tariff fees
3 outdoor community events e.g. Christmas lights	Background music and featured events	£4,819	£5,000
6 adult learning centres	Background music and featured events	£2,542	£2,232
4 community centres	Background music and featured events	£2,957	£2,526
1 arts centre	Background music, film showings, keep fit classes, dance classes and live music	£8,500	£9,250
1 gallery	Background music	£86	£105
Total annual licence fee		£18,904	£19,113



## 8. How to respond to the consultation

All the details of this review, and any updates, are available on the *PRS for Music* website:

[www.prsformusic.com/local-authorities](http://www.prsformusic.com/local-authorities)

To submit your comments to the consultation, please complete the response form provided on the website above.

Online responses are preferred.

Written responses can be posted to:

**Local Authorities Tariff consultation responses**

**PRS for Music**

**2 Pancras Square**

**London N1C 4AG**

Or by email to:

[LA.consultation@prsformusic.com](mailto:LA.consultation@prsformusic.com)

Please entitle your response 'Local Authorities Consultation'

**[Click here to download a paper form](#)**

Or visit: [www.prsformusic.com/local-authorities](http://www.prsformusic.com/local-authorities)

**Please submit all responses by 17<sup>th</sup> August 2016**

*PRS for Music* will consider all comments received. We have provided some questions for you to consider when formulating your response which can be found on the website above.

### 8.1 Next steps

Following the deadline for submission of consultation responses, we will carry out a review of all responses received and publish a summary of these on our website. If you would like *PRS for Music* to keep your response confidential, or if you wish to provide confidential data in support of your response, please let *PRS for Music* know by stating this on the response form. Unless the respondent organisation otherwise requests, *PRS for Music* will publish the names of respondent organisations. We will seek to hold discussions with customers and representative bodies, as required, and announce a new tariff based on the consultation feedback and the subsequent discussions.

This consultation does not obligate *PRS for Music* to implement any of the changes proposed. *PRS for Music* may propose an alternative tariff in the light of responses to this consultation.



## 9. Appendix A

The table below provides a summary of the information local authorities are currently required to declare in order for us to calculate the appropriate charge using our existing tariffs and of the position under the proposed tariff. It is proposed to include both the core and the bolt-on usages in the new tariff.

Types of local authority premises/ music usage	Information local authorities are currently required to declare	How will each type of premises/ music usage be charged using the Local Authorities Tariff
<ul style="list-style-type: none"> <li>Halls (Town, city) Museums and Galleries</li> <li>Community Centres</li> <li>Children's Centres</li> </ul>	<ul style="list-style-type: none"> <li>Sizes of areas where music is audible</li> <li>Total seating capacities of cafes</li> <li>List of audio and audio visual devices used</li> </ul>	<p style="text-align: center;"><b>CORE</b> "Size of area within each premises where music is audible"</p>
<ul style="list-style-type: none"> <li>Workplaces (Staff only areas)</li> </ul>	<ul style="list-style-type: none"> <li>Number of staff</li> <li>Duration of music played per day</li> <li>Total number of days worked per year</li> </ul>	
<ul style="list-style-type: none"> <li>Markets</li> </ul>	<ul style="list-style-type: none"> <li>Sizes of areas where music is audible</li> </ul>	
<ul style="list-style-type: none"> <li>Restaurants/cafes</li> </ul>	<ul style="list-style-type: none"> <li>Total seating capacity</li> <li>List of audio and audio visual devices used</li> </ul>	
<ul style="list-style-type: none"> <li>Bars</li> </ul>	<ul style="list-style-type: none"> <li>Size of premises</li> <li>List of devices used</li> </ul>	
<ul style="list-style-type: none"> <li>Youth clubs</li> </ul>	<ul style="list-style-type: none"> <li>Number of club members</li> </ul>	
<ul style="list-style-type: none"> <li>Featured use of recorded music in any premises e.g. DJ nights, karaoke, music quizzes</li> </ul>	<ul style="list-style-type: none"> <li>Number of events per year</li> <li>Capacity of area;</li> </ul>	<p style="text-align: center;"><b>BOLT-ON FEES</b></p>
<ul style="list-style-type: none"> <li>Concerts without admission fee (excluding classical concerts)</li> </ul>	<ul style="list-style-type: none"> <li>Number of films shown per year</li> <li>Seating capacity of area</li> </ul>	
<ul style="list-style-type: none"> <li>Film showings</li> </ul>	<ul style="list-style-type: none"> <li>Number of films shown per year</li> <li>Seating capacity of area</li> </ul>	
<ul style="list-style-type: none"> <li>Short educational/training films</li> </ul>	<ul style="list-style-type: none"> <li>Number of showing per year</li> </ul>	
<ul style="list-style-type: none"> <li>Workshops, demonstration &amp; tuition classes</li> </ul>	<ul style="list-style-type: none"> <li>Number of classes per year</li> </ul>	
<ul style="list-style-type: none"> <li>Managed busking</li> </ul>	<ul style="list-style-type: none"> <li>Number of busking sessions per year</li> </ul>	
<ul style="list-style-type: none"> <li>Leisure Centres</li> <li>Gyms</li> </ul>	<ul style="list-style-type: none"> <li>Sizes of areas within leisure centres/gyms/pools where music is audible</li> <li>List of audio and audio visual devices used</li> <li>Number of aerobics/dance classes per year &amp; capacities of studios/rooms</li> </ul>	<p style="text-align: center;"><b>SEPARATE TARIFFS WILL CONTINUE TO BE APPLIED</b></p>
<ul style="list-style-type: none"> <li>Skating rinks</li> </ul>	<ul style="list-style-type: none"> <li>Gross receipts and/or total admissions per year</li> </ul>	
<ul style="list-style-type: none"> <li>Telephone music on hold</li> </ul>	<ul style="list-style-type: none"> <li>Number of external telephone lines</li> </ul>	
<ul style="list-style-type: none"> <li>Nurseries</li> </ul>	<ul style="list-style-type: none"> <li>Fixed fee per nursery</li> </ul>	
<ul style="list-style-type: none"> <li>Background music in parks, promenades &amp; other open-air places</li> </ul>	<ul style="list-style-type: none"> <li>List of devices used</li> <li>Number of relay points</li> </ul>	
<ul style="list-style-type: none"> <li>Open air events</li> </ul>	<ul style="list-style-type: none"> <li>Capacity of open air space; frequency of events</li> </ul>	
<ul style="list-style-type: none"> <li>Classical music concerts and recitals</li> </ul>	<ul style="list-style-type: none"> <li>Average admission charge over £5:                             <ul style="list-style-type: none"> <li>&gt; Net admission receipts</li> </ul> </li> <li>Where the event has no or a low admission charge:                             <ul style="list-style-type: none"> <li>&gt; Number of people admitted</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>Popular music concerts</li> </ul>	<ul style="list-style-type: none"> <li>Where a charge is made for admission:                             <ul style="list-style-type: none"> <li>&gt; Gross receipts</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>Background music in parks, promenades &amp; other open-air places</li> </ul>	<ul style="list-style-type: none"> <li>List of devices used</li> <li>Number of relay points</li> </ul>	