**APPENDIX 1.**

**Minutes of a meeting of the Planning and Highways Committee held at 7:30 pm on Monday 19th June 2023, in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury,**

**Present:** Councillors Phil Barnett, Vera Barnett, Jo Day, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore and Tony Vickers.

**In Attendance**

Hugh Peacocke (Chief Executive Officer)

1. **Apologies**

Apologies received from Councillor Sam Dibas.

1. **Declarations of Interest and Dispensations**

 The CEO declared that Councillors Phil Barnett, Nigel Foot, David Marsh and Tony Vickers are also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

1. **Minutes of the Meeting of the Planning and Highways Committee held on Monday 22nd May 2023**

**Proposed:** Councillor David Harman

**Seconded:** Councillor Roger Hunneman

**Resolved:** That the minutes of the meeting held on 22nd May 2023, be approved and signed by the Chairperson.

1. **Actions from previous meetings**
2. The CEO reported that the Council’s responses to consultations on planning applications and licensing applications had been sent to West Berkshire Council.

WBC had determined the licence application for Bite express and it included the conditions sought by the Council around opening hours and trade.

1. In response to the member’s question from Councillor Hunneman, the CEO had contacted agents re Monument Close
2. In response to Councillor Thomas’s question, WBC replied that Uber had not applied for a licence in Newbury.
3. The CEO told the committee that at the Meeting in April the council had objected to an application for a two-storey extension to side/rear of property, new driveway and new vehicular access at 180 Andover Road. The Council’s objection was regarding the design and location of windows on the ground floor and the first floor.

A neighbouring resident has written to the Council as follows:

*I wanted to take the opportunity to follow up and thank you and the town council personally for faithfully representing my previous feedback regarding the associated planning application discussed below. I have reviewed West Berkshire planning's subsequent planning approval, and the amendments made to the original plans in response to the original objections.*

*I am very happy with the revised plans as I believe they reasonably balance my concerns whilst not compromising the applicant's primary objectives.*

*Thank you again to you and your team for your attention and representation in this matter.*

The Committee was pleased that its work in this matter had been acknowledged.

1. Correspondence received:

e.1: Sandleford Park West: The council had been advised that Donnington New Homes (DNH) intend to submit an outline planning application for the development of Sandleford Park West (SPW), New Warren Farm, Warren Road, by up to 360 dwellings and to include the widening of Warren Road as per the details publicised by DNH at their public exhibition on 25th May 2023 and currently appearing on their sandlefordpark.com  website. They aim to submit this application on 30th June 2023.

Provided the forthcoming anticipated outline application documentation is complete, validatable and thus gets registered, it was expected that West Berkshire Council’s public consultation exercise will follow upon validation, with the relevant statutory consultations / notifications and posting of required press, site and weekly list notices. These were likely to be done during the week commencing the 10th of July.

The CEO said that if the above schedule is met, the application would be on the agenda for the next committee meeting on 17 July. It was likely that this council and Greenham parish council would convene the Sandleford Joint Working Group to consider this matter and make recommendations to both Councils. Such recommendations could be considered at the following meeting of this committee, unless the deadlines required an extra meeting.

The CEO was requested to contact Greenham parish Council to ask for the names of their representatives on the JWG, following the local council elections in May.

e.2: Kennet Centre Appeal: The CEO told the meeting that notification of 2 appeals in this matter was received too late for inclusion on the agenda for this meeting. received from WBC too late for this agenda.

Both notifications stated as follows:

*All representations must be received no later than 17th July 2023. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations.*

As the next scheduled meeting of this Committee was 17 July, the CEO had written to the Planning Inspectorate and received confirmation that they would accept a submission from this Council up to 19 July.

1. **Questions from members of the public**

2 questions were received from Mrs. Paula Saunderson, who was not in attendance. The Chairman asked the CEO to read the questions to the Committee.

*1. This Committee sent in a response to the Consultation on the Proposal to change Manor Park Recreation Field into a Football Pitch, and the results of that Consultation have not been published on the WBC Consultation Hub, and it has been archived, so please can NTC ask WBC why that is and to publish the full results to each question that was asked?*

The Chairman replied: *We will ask WBC, as requested.*

*2. The Manor Park Recreation Field forms part of my/our Flood Risk & Drainage infrastructure for this North East part of Clayhill Ward, so please can we understand from WBC when the promised additional work to look at the Football Pitch proposal will be coming forward for decision, and which WBC Committee or Portfolio Holder will make the decision on its future, and how that will be communicated to the Public?*

The Chairman replied: *We will ask WBC, as requested.*

1. **Members’ Questions and Petitions**

There were no questions or petitions received from Members of the Council.

1. **Schedule of Planning Applications**

Resolved that the observations recorded as Appendix 1.2 to these minutes be submitted to the planning authority.

1. **Update from The** **Western Area Planning Committee**

There were no meetings of the Western Area Planning Committee since the last meeting of this Committee.

1. **Section 215 Updates**

Members noted the list of lands and buildings which the Committee were concerned affected the amenity of the area. The amendments agreed are shown on the revised list at appendix 1.3 attached to these minutes.

1. **Forward Work Programme for Planning & Highways Committee**

Noted. Kennet centre Appeals to be added to the agenda for 17th July. (see 4.e.2 above.)

**There being no other business, the Chairperson declared the meeting closed**

**at 9.41 pm**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Chairman