**Minutes of a meeting of the Planning and Highways Committee**

**held by Virtual Meeting on Zoom**

**19/04/2021 at 7:00pm.**

**Present**

Councillors; Gary Norman (Chairperson); Nigel Foot (Vice-chairperson); Tony Vickers; Phil Barnett; Vaughan Miller; Roger Hunneman; Andy Moore; Jeff Beck; David Marsh; Billy Drummond; Jo Day

Jeff Beck joined at 19:39

**In Attendance**

Darius Zarazel, Democratic Services Officer

**226. Apologies**

Apologies received for Pam Lusby Taylor.

**227. Declarations of interest and Dispensations**

The Democratic Services Officer declared that Councillors Phil Barnett, Jeff Beck, David Marsh, Andy Moore, Billy Drummond, 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. Councillors Phil Barnett, Billy Drummond, and Tony Vickers are also Members of Greenham Parish Council.

The Democratic Services Officer made the following statement on behalf of Councillors Phil Barnett and Tony Vickers who are Members of West Berkshire Council Planning Committee and Jeff Beck and Andy Moore who are Substitute Members of West Berkshire Council Planning Committee: "I wish to make it clear that any comments I make tonight are only being made in relation to the formulation of the Town Council's view and is not in any way prejudging the way that I may vote when any application is considered by West Berkshire District Council. At that time, I will weigh up all the evidence.”

**228. Minutes**

**Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Roger Hunneman

**Resolved:** That the minutes of the meeting of the Planning & Highways Committee held on 29/03/2021, be approved, and signed by the Chairperson.

**229. Officers report on action from previous meeting**

A) On the request to the Canal & Rivers Trust and the Highways Authority to make urgent repairs to the part of the popular Speen Moors circuit that follows the canal towpath out of West Mills, which has been eroded by people allowing their dogs to swim in the canal, so that it is now a danger to use, I have sent this request to both organisations and the C&R Trust has made assurances that issues on the trust property will be repaired in the next few months, and the question to the Highways Authority has been referred to the countryside team and public rights of way team.

B) On the request to have the Sandleford Appeal to be livestreamed, the Planning Inspectorate confirmed that this will be livestreamed on their YouTube channel.

**230. Questions and Petitions from Members of the Public**

Question received from Paula Saunderson:

*“Please would Newbury Town Council’s Planning Committee ask the Officers to Write formally to West Berkshire Council, as the lead Flood Authority, asking them to outline the Process and Timescales for achieving a New Flood Risk Assessment for Clay Hill Ward including Ground Water Modelling, and taking into account all new Agreed Developments nearby, and any known proposed or conceptual Developments within the Ward - thank you”.*

Response from the Chairperson:

“This committee has been in contact with WBC’s Principal Engineer and will ask the DSO to write to him to outline the process and timescale for a new flood risk assessment for Clay Hill Ward and request that it be carried out.”

**231. Members’ Questions and Petitions**

 Question received from Councillor Phil Barnett:

*“With the withdrawal of the “Readibus” community routes within Newbury and West Berkshire, what support can Newbury Town Council offer its residents who have relied on this service over the last two decades”.*

Response from the Chairperson:

“I share concerns as I volunteer at a stroke survivors’ group, of whom several members used Readibus. Also, with the COVID restrictions being lifted it is a difficult time for this. Readibus is well equipped to deal with disabled users.

Although covering this service is not something the Council has previously discussed, and so it is not in our Strategy and there is no allocated budget for it, this Council will write to WBC immediately to ask about this bus service, and whether they have any proposals or ideas to compensate for it going forward.”

Question received from Councillor Roger Hunneman:

*“As members realise there is much concern from residents about the current level of litter – in particular on the verges of the highway and in the adjoining hedgerows. I appreciate that the WBC contractors pick litter from the highways and pavements but there seems to be a problem with the removal of rubbish from the immediately adjoining areas.*

*This has become a significant issue – is there anything we can do as a Town Council about it and what support can we give the public-spirited residents who undertake litter picking?”*

Response from the Chairperson:

“Littering is a national issue that this council takes seriously. Littering is expected to get worse with the lifting of covid restrictions. The vast majority of residents and visitors don’t litter. Responsibilities for this are WBC, but we sincerely appreciate all those people who volunteer to go out into the community and litter pick. I will request that the DSO ask for this question to be put to the next Community Services Committee where a response to this question will be discussed.”

**232. Schedule of Planning Applications**

Resolved that the observations recorded as Appendix 1 to these minutes be submitted to the planning authority.

**233. Schedule of Prior Approval Applications**

Resolved that the observations recorded as Appendix 2 to these minutes be submitted to the planning authority.

**234. Consultation: West Berkshire Councils Active Travel plans for enhanced walking and cycling infrastructure**

NTC will ask WBC to ensure that trailer bikes are accommodated for in terms of parking and manoeuvring, specifically in reference to staggered barriers which need to be spaced further apart.

Also, we will ask that the School Street Scheme be applied to a school in Newbury.

We support both the physical and behavioural changes that WBC are encouraging.

To invite Cheryl Evans, Senior Road Safety Officer at WBC, running the School street scheme to this committee.

**Proposed:** Councillor Tony Vickers

**Seconded:** Councillor Vaughan Miller

**Resolved:** That NTC send these comments to WBC.

**235. Consultation: West Berkshire Councils Local Plan Review, Settlement Boundary Review**

 We would like to see a change to this policy: that boundaries are aligned “along roads to the edge closest to the settlement”.

 Where developments are on one side of the road, we would like boundaries draw in the middle of the road, not on the edge of the settlement.

**Proposed:** Councillor Tony Vickers

**Seconded:** Councillor Gary Norman

**Resolved:** That NTC sends this comment to WBC.

**236. Consultation: West Berkshire Councils Environment Strategy Draft Delivery Plan**

The headings listed were regarded as sensible. The key for measuring progress shows: 39 ‘In progress, on track’, 30 ‘not started’, and 2 ‘completed’.

There is currently no means of allowing Councillors or members of the public to examine the metrics by which WBC classifies the Actions as “In Progress” or “on track”. We would like this addressed and made more transparent.

Request more information about how WBC assess progress on these items and ensure that members of the public can easily access it.

**Proposed:** Councillor Nigel Foot

**Seconded:** Councillor Roger Hunneman

**Resolved:** That we make a request to WBC for more information about how they assess progress on these items and ensure that it is made available and easily assessable for the public.

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

An update was received and noted by the members.

**238. Forward Work Programme for Planning and Highways Committee**

It was agreed to add the following items to the agenda for Monday 10th of May 2021:

* Put an invitation to Cheryl Evans, Senior Road Safety Officer at WBC, to speak on the School Street Scheme, on the ‘to be confirmed’ list.

**There being no other business, the chairperson declared the meeting closed at 20:35 hrs.**

**Chairperson**

**Appendix 1**

**Planning and Highways Committee Meeting**

**Schedule of Planning Applications 19/04/2021**

|  |  |  |  |  |  |
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| **Running Order**   | **Resolutions**  | **Ward**   | **Application**  **Number**   | **Location and Applicant**   | **Proposal**   |
| 1. | No objection. | Clay Hill | [21/00774/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00774/FUL) | Newbury Business Park, Rivergate House GroundFloor, London Road, Newbury, RG14 2QB, for McKay Securities PLC | Improvements to existing outdoor seating area including new access via new door and a half doorset installed to existing facade, new raised decking area, new lighting and furniture. |
| 2. | No objection. | East Fields | [21/00685/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00685/HOUSE) | Thompson Lodge, Chesterfield Road, Newbury, RG14 7QB, for Mr S Niven | Single Storey Extension. |
| 3. | No objection. | Speenhamland | [21/00649/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00649/HOUSE) | 42 Hawthorn Road, Newbury, RG14 1LB, for Miss D Wilmot | Front entrance porch. |
|  4. | We support this application. | Wash Common | [21/00678/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00678/FUL) | Bracken House, 108 Essex Street, Newbury, RG14 6RA, for Mr & Mrs Harvey | Create new access to property - Relocation of existing - No parking. To relocate the access/aggress to property away from road bend. Construct driveway (approx 8m) from property boundary to pavement (currently grass verge - no formal foot pavement). Driveway construction - Timber edge board, Terram, mot-type 1 with gravel (20mm) Kennet Holm topping. Grass verge crossing by highways. Existing opening will be closed by planting hedge. |
| 5. | No objection. | Wash Common | [21/00648/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00648/HOUSE) | 61 Chandos Road, Newbury, RG14 7EG, for Inspiration Chartered Architects Ltd | Extensions to front and rear together with reconstruction of garage. |
| 6. | No objection. | Wash Common | [21/00665/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00665/HOUSE) | Merricot, Tydehams, Newbury RG14 6JU, for Mr & Mrs Winchester  | Removal of existing summer room and formation of larger room with en-suite shower room above. Along with assocaited internal alterations. Removal of existing small garden shed and formation of new garden shed in rear garden as indiacted. |
| 7. | No objection. | Wash Common | [21/00707/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00707/HOUSE) | 6 Heather Gardens, Newbury, West Berkshire, RG14 7RG, for Mr & Mrs Pedersen | Double storey garage extension, single storey side/rear extension & existing dropped kerb to be widened. |
| 8. | No objection. | Wash Common | [21/00647/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00647/HOUSE) | Wentworth, Garden Close Lane, Newbury, RG14 6PP, for Mr & Mrs Fish  | Proposed first floor side extension, single storey rear extension, garage conversion and associated alterations. External alterations to include render, timber cladding, replacement windows and slate roof. Re submission to amend roof to zinc. |
| 9. | No objection. | Wash Common | [21/00637/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00637/HOUSE) | 4 Ladwell Close, Newbury, RG14 6PJ, for Mr & Mrs Edwards | Change of use for integral garage, Front Elevation change with bay window and pitch roof to existing dormer. |
| 10. | No objection subject to highways.  | Wash Common | [21/00788/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00788/HOUSE) | 25 Meadow Road, Newbury, RG14 7AH, for Mr & Mrs Swanborough | Additional Dormer at the front of the property. |
| 11. | No objection. | Wash Common | [21/00755/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00755/HOUSE) | The Chase, Badgers Ridge, Newbury, RG20 0LQ, for Mr & Mrs Evans | Erection of outbuilding providing two car spaces and workshop space to replace space converted to domestic accommodation within existing integral garage. Proposals includes rear slatted shading loggia to kitchen and living rooms, replacing existing conservatory. |
| 12. | No objection subject to the usage as a shed/workshop being retained and a roof that is sympathetic to the surrounding environment.  | Wash Common | [21/00828/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00828/HOUSE) | 60 Andover Road, Newbury, RG14 6JN, for Mr & Mrs Pizzey | Retrospective application for replacement shed on the same site as the 20 year old shed that was demolished as it was unsafe. The new shed is for the most part, hidden from view by existing hedgerow, trees, and a new garage built in the new development in Fermoy Gardens. I estimate that one of my neighbours will be able to see approx. 600mm of the roof above their boundary fence, running for about 2.5m to 3m in length – this would have been the same as the existing shed that was demolished.  |
| 13. | No objection. | Wash Common | [21/00844/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00844/HOUSE) | 20 Paddock Road, Newbury, RG14 7DG, for Mr & Mrs Rowe | Part single, part two-storey rear extension following demolition of conservatory and associated works. |
| 14. | We support this application. | West Fields | [21/00724/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00724/FUL) | Newbury Cricket and Hockey Club, Northcroft Lane, Newbury, RG14 1RS, for Mr O’Sullivan | Proposed single storey extension and replacement of flat roof with a pitched roof with blue/black fibre cement slates. |
| 15. | No objection. | West Fields | [21/00718/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00718/HOUSE) | 21 Green Lane, Newbury, RG14 5NU, for Mr & Mrs King | Three bedroom, end of terrace with a garage attached to the side of the property. Proposal is to extended the garage area slightly past the house, knock through to living area and build a first floor above. |
| 16.  | No objection. | West Fields | [21/00778/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00778/HOUSE) | 1 St Georges Avenue, Newbury, RG14 5NX, for Mr J Broughton | To replace a 4 foot wooden lap fence panels with a picket fence between brick piers of similar height. |

**Appendix 2**

**Schedule of Applications for Prior Approval**

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| **Running Order** | **Resolution**  | **Ward**   | **Application**  **Number**   | **Location and Applicant**   | **Proposal**   |
| 1. | No objection subject to highways. | Clay Hill | [21/00603/PACOU](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00603/PACOU) | Bloor Homes, Southern River View House, Newbury Business Park, London Road, Newbury, RG14 2PS, for Bloor Holdings Director Retirement Benefit Scheme |   Change of use from office to 12 residential units. |
| 2. | No objection. | West Fields | [21/00729/PACOU](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00729/PACOU) | 2 Boxshall Court, Pound Street, Newbury, RG14 6BP, for Tompkins Rygole Ltd. | Change of use from office to residential flat. |