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

**held in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury**

**30/05/2022 at 7:30pm/19:30.**

**Present**

Councillors; Gary Norman; Phil Barnett; Billy Drummond; Roger Hunneman; Steve Masters; and Andy Moore

**In Attendance**

Darius Zarazel, Democratic Services Officer

**1. Election of Chairperson and Deputy Chairperson 2022-23**

**1.1 Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Billy Drummond

**Resolved:** ThatCouncillor Nigel Foot be elected as Chairperson for the Planning & Highways Committee.

**1.2 Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Roger Hunneman

**Resolved:** ThatCouncillor Gary Norman be elected as Deputy Chairperson for the Planning & Highways Committee.

**2. Apologies**

Apologies from Councillors David Marsh, Jo Day, Vaughan Miller, Pam Lusby Taylor, Nigel Foot, Tony Vickers, and Jeff Beck.

**3. Declarations of Interest and Dispensations**

The Democratic Services Officer declared that Councillors Phil Barnett, Andy Moore, Steve Masters, and Billy Drummond 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 and Billy Drummond are also Members of Greenham Parish Council.

The Democratic Services Officer made the following statement on behalf of Councillor Phil Barnett who is a Member of West Berkshire Council Planning Committee and Andy Moore who is a 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.”

Councillor Phil Barnett declared an interest on item 5 of Appendix 1 to these minutes, but he will still vote on the application.

**4. Minutes**

**4.1** As Councillor Phil Barnett registered his apologies in advance of the meeting, it was agreed to amend the minutes to reflect this.

**Proposed:** Councillor Andy Moore

**Seconded:** Councillor Billy Drummond

**Resolved:** That the minutes of the meeting of the Planning & Highways Committee held on 09/05/2022, be approved as amended, and signed by the Chairperson.

**4.2 Officer’s Report on Action from Previous Meeting:**

On the site visit to Newbury Train Station with Great Western Rail (GWR), the project team believe that a site visit closer to the completion of the works would be the best time for a showcase as there will be greater access around the site and less building works in place. DSO agreed to follow-up with GWR in August.

**5. Questions and Petitions from Members of the Public**Question received from Alan Pearce:

“*Please will the Council consider writing to the Chief Executive of West Berkshire Council, Nigel Lynn, requesting the consultation on the new Manor Park Playing field Includes the following information:*

*Manor Park is a replacement for the loss of a playing field due to the current Faraday Road Football Ground relocating to an existing Rugby pitch at Monk’s Lane to comply with planning policy.*

*This relocation is taking place so West Berkshire Council can redevelop the current Faraday Road Football Ground and is evidenced by the following bullet points:*

* *The high upfront and ongoing costs of Monk’s Lane Sports Hub*
* *Monk’s lane incudes a pavilion and spectator’s stand*
* *Contents of the EX4149 Report (Award of Contract to Build Newbury Sports Hub)*
* *The Avison Young London Road Industrial Estate: Development Brief”*

Response from the Chairperson:

“Thank you very much for this question. As the Council will be discussing our response to the Manor Park Sport Pitch Consultation during item 11 on this meeting’s agenda, the Council will take consideration of these points at that time. In addition, the member of the public may be invited to present these points during that item, subject to the Chairpersons discretion.”

Additional question received from Alan Pearce:

*“Please will the Council Consider writing to the Chief Executive officer of West Berkshire Council (WBC), asking if developments in the town centre (as bullet pointed below) are on hold due to the missing infrastructure of a holistic sustainable drainage system for the area?*

*• Former Bayer, site new building 14/00146/OUTMAJ (72 flats)*

*• 1 West Street 20/01211/OUTMAJ (24 flats)*

*• Gateway/Faraday Plaza 12/00772/XOUTMA (160 new flats)*

*• Newspaper House 19/01281/OUTMAJ Planning permission refused on appeal. (71 flats)*

*• Faraday Road Football Ground planning permission not presently submitted (possibly 212 flats)*

*• Former Bayer site, conversion of office 18/01904/PACOU (191 flats)*

*And if so, to conform to common drainage law and sustainable drainage policy, is WBC planning to use the current Faraday Road Football Ground for dual use as part of a holistic sustainable drainage system for the area, (using an artificial training pitch alongside the main grass pitch for the storage of urban runoff, planning permission has already been granted)?*

*Or is the Conservative administration of WBC planning to benefit by using its compulsory purchase powers to acquire third-party land downstream and before the Tesco culvert to allow development in the town centre to continue?”*

Response from the Chairperson:

“Thank you for this additional question. If the member of the public wishes, the Council will write to WBC on their behalf posing those questions, and also request that a response be sent directly to them.”

**6. Members’ Questions and Petitions**Question received from Roger Hunneman:

*“Further to my question about Advertising Boards and the hazards they can present to the public and especially to the partially sighted (question submitted to P&H held on 19/04/2022) and referring to the undated /un-numbered guidance document entitled “Advertising on the Highway” received by the Town Council from WBC in response to my question, I wish to ask the further questions:-*

1. *Are routine inspections of Newbury Town Centre streets regarding the compliance of A boards with the WBC guidance entitled “Advertising on the Highway” carried out? (Especially in regard to the positioning of the boards)*
2. *If they are carried out – at what frequency?*
3. *When did the last inspection take place?*
4. *If routine inspections are not carried out – why not?”*

Response from the Chairperson:

“Thank you for this question. As the WBC response to Councillor Hunneman’s original question about A Boards stated that WBC monitor the placement of A Board as part of their monthly walked inspection of the Town Centre, I will request that the Council again write to WBC to inquire about the details of these inspections, if they particularly monitor the position of the boards, and when the last inspection was carried out, and if not for what reason.”

Question received from Phil Barnett:

*“Wildflowers being planted in various locations such as open spaces and verges has been very much appreciated by residents. But the question that residents regularly ask relates to types of wildflowers.*

*Therefore, can this planning and highways committee urge the town council to site notices by each wildflower sites listing which specific species are planted in that area?”*

Response from the Chairperson:

“Thank you for this question. The Council has invested a great deal in the planting of wildflowers across its parks and green spaces and to be informed that they are appreciated by members of the public is very welcome information.

As this question would be best address by the Green Spaces Working Group, I will request that the DSO forward on this question to the appropriate Officer for this to be heard at their next meeting.”

Supplementary question from Phil Barnett:

*“As WBC also have wildflower beds across the district, will the Council write to them to request that they also look into providing information notices about the type of wildflowers present at these sites?”*

Response from the Chairperson:

“I will request that the DSO write to WBC to pass over this request.”

**Proposed:** Councillor Gary Norman

**Seconded:** Councillor Andy Moore

**Resolved:** To vary the order of business on the ground of urgency to take the ‘West Berkshire Council Proposed Sports Pitch at Manor Park Recreations Ground, Stoney Lane, Newbury, RG14 2NG’, item first.

**7. West Berkshire Council Proposed Sports Pitch at Manor Park Recreation Ground, Stoney Lane, Newbury, RG14 2NG**

The Committee discussed the Manor Park Recreation Ground Consultation. Key information from the discussion included:

* Member of the public, Alan Pearce, spoke to the Committee about how the public should be made aware that this consultation is about finding a replacement pitch for the loss of a grass pitch at the Newbury Rugby Club -as described in the [WBC Forward Plan (01/02/2022-31/05/2022)](https://decisionmaking.westberks.gov.uk/documents/s102343/10.%20Executive%20Forward%20Plan%202022-02-01%20to%202022-05-31.pdf). This is currently not mentioned as part of the Manor Park consultation.

**Proposed:** Councillor Steve Masters

**Seconded:** Councillor Phil Barnett

**Resolved:** To suspend Standing Orders to allow for member of the public, Paula Saunderson, to ask questions during this item.

* Paula Saunderson, local Flood Warden and member of the Lambourne Valley Flood Forum, spoke to the Committee about the importance of the Manor Park site as part of a sustainable draining system for the Clay Hill ward, and also as that it is a place for residents to partake in casual recreation activity. Ms Saunderson also asked about why WBC chose this site and what other sites were considered.
* The Committee also noted that it would take substantial earth and drainage works in order to action the proposals for the creation of a pitch – the consultation does not detail the extent of the necessary works. The Committee noted spoke about the lack of adequate information on this pre-application consultation.
* It was generally agreed that the site was not suitable for a sports pitch.

In terms of potential sites for potential (re)development as sports pitches, the following sites were mentioned:

* The Faraday Road Football Ground
* Facilities at Trinity School

As the consultation ends on the 26th of June 2022, the Committee agreed to defer submitting comments to WBC until the next Planning & Highways Committee meeting, on the 20th of June, to allow time for a more comprehensive response to be formed.

DSO to draft a potential NTC response to the consultation from the above comments for discussion at the next P&H Committee meeting.

**8. Schedule of Planning Applications**

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

It was agreed that the DSO would write to the Case Officer for application 23 on Appendix 1, to inquire as to whether the ‘Schedule of Amendments’ document is a requirement for large applications/amendments/variations of condition.

**9. Schedule of Prior Approval Applications**

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

**10. Schedule of Appeal Notifications**

The Committee received and noted the appeal notifications for:

- West Berkshire Council Reference: [**21/01079/COMIND**](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01079/COMIND)

Planning Inspectorate Reference: [**APP/W0340/W/22/3291908**](https://acp.planninginspectorate.gov.uk/ViewCase.aspx?caseid=3291908)

Proposed: Temporary 1 year permission: Great Newbury Christmas Carnival (with attractions including market stalls, big top, fairground rides, Christmas tree maze, ice-rink, Santa's grotto). Associated cut and fill works are also proposal to level the centre of the Racecourse, at location: Newbury Racecourse, Racecourse Road, Newbury, West Berkshire, RG14 7NZ.

- West Berkshire Council Reference:[**21/01911/FULD**](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01911/FULD)

Planning Inspectorate Reference: [**APP/W0340/W/22/3292438**](https://acp.planninginspectorate.gov.uk/ViewCase.aspx?caseid=3292438)

Proposed: Removal of derelict garages and erection of 2 no houses and 2 no flats, together with associated landscaping and parking, at location: Land Adjoining 11 Pond Close, Newbury, West Berkshire.

**11. To Review the Membership and Terms of Reference for Planning & Highways Working Groups and Steering Groups**

**11.1 Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Andy Moore

**Resolved:** That the existing Terms of Referencefor the Canal Corridor Working Group be approved and that Councillors Gary Norman, Roger Hunneman, Steven Masters, Tony Vickers, Martha Vickers, and Vaughan Miller be appointed as NTC’s members of the Working Group.

**11.2 Proposed:** Councillor Gary Norman

**Seconded:** Councillor Andy Moore

**Resolved:** That the existing Terms of Referencefor the Heritage Working Group be approved and that Councillors Gary Norman, Nigel Foot, and Billy Drummond by appointed as NTC’s members of the Working Group.

**11.3 Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Steve Masters

**Resolved:** That the existing Terms of Referencefor the Neighbourhood Development Plan Steering Group be approved and that Ian Blake, John Brownell, Paul Millard, Anthony Pick, Louise Sturgess, and Kim Whysall-Hammond and Councillors Nigel Foot, Martin Colston, David Marsh, Vaughan Miller, Gary Norman, Martha Vickers be appointed as members of the NDP Steering Group.

**11.4** Councillor Phil Barnett stood down as a NTC member of the Sandleford Joint Working Group.

**Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Gary Norman

**Resolved:** That Councillor Tony Vickers be appointed as a NTC member of the Sandleford Joint Working Group.

It was agreed to amend the Terms of Reference for the Sandleford Joint Working Group to include explicit reference to making recommendations on “Reserved Matters” applications.

**Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Billy Drummond

**Resolved:** That the Terms of Referencefor the Sandleford Joint Working Group be approved, as amended and recorded as Appendix 3 to these minutes, and that Councillors Roger Hunneman, David Marsh, and Tony Vickers be appointed as NTC’s members of the Joint Working Group.

**11.5 Proposed:** Councillor Steve Masters

**Seconded:** Councillor Roger Hunneman

**Resolved:** That the Terms of Referencefor the Town Centre Working Group be approved and that Councillors Nigel Foot, Martin Colston, Sarah Slack, and David Marsh be appointed as NTC’s members of the Working Group.

**12. West Berkshire Council Proposed Main Modifications to the Minerals and Waste Local Plan**

The Committee received and noted the WBC MWLP.

**13. Update on Newbury’s Neighbourhood Development Plan**

The Committee received an update from the NDP Steering Group. It was noted that the next NDP SG meeting, scheduled for the 21/06/2022, would look to finalise the details around the launch of the pilot questionnaire, targeted for release before the end of July.

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

The Committee received an update about future site visits and WAP Committee meetings.

**Proposed:** Councillor Andy Moore

**Seconded:** Councillor Roger Hunneman

**Resolved:** That Councillor Nigel Foot be approved to be the Councils representative, if available (with Councillor Gary Norman as a substitute) for:

1. The proposed “new link road connecting Hectors Way to Kings Road through the Sterling Estate Development with associated retaining walls” at Sterling Gardens, Hectors Way (Application Reference: [22/00493/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00493/FUL)), and present NTC’s view on this application during the relevant WAP Committee meeting. This site visit will take place on the 06/06/2022 at 09:00am and the WAP Committee meeting will take place on 08/06/2022 at 6:30pm.
2. The proposed “Demolition of existing dwelling and erection of four dwellings” at 61 Russell Road, Newbury, West Berkshire, RG14 5JX (Application Reference: [22/00648/FULD](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00648/FULD)), and present NTC’s view on this application during the relevant WAP Committee meeting. This site visit will take place on the 06/06/2022 at 09:50am and the WAP Committee meeting will take place on 08/06/2022 at 6:30pm.
3. The proposed “Partial Retrospective: Retention of existing metal staircase to side gable end wall and addition of proposed privacy screen” at 14 Lime Close, Newbury, West Berkshire, RG14 2PW (Application Reference: [21/03132/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/03132/HOUSE)), and present NTC’s view on this application during the relevant WAP Committee meeting. This site visit will take place on the 06/06/2022 at 10:30am and the WAP Committee meeting will take place on 08/06/2022 at 6:30pm.

**Proposed:** Councillor Gary Norman

**Seconded:** Councillor Andy Moore

**Resolved:** That the Council delegate nominating representative for WAP site visits and Committee meetings to the DSO.

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

The Committee agreed to add the following item(s) to the Forward Work Programme:

* To discuss how the Council deals with large applications, amendments, and variations.

**There being no other business, the Chairperson declared the meeting closed at 21:27 hrs.**

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

**Chairperson**

**Appendix 1**

**Planning and Highways Committee Meeting**

**Schedule of Planning Applications**

**30/05/2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Running Order**   | **Resolutions**  | **Ward**   | **Application**  **Number**   | **Location and Applicant**   | **Proposal**   |
|  | No objection. | Adjacent Parish | [22/01067/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01067/HOUSE) | 14 Yates Copse, Newbury, RG14 2SB, for Mr S. Taylor | Single storey rear extension. |
|  | No objection subject to Highways consideration of the effect on street parking and that the parling space created is made of a permeable surface.  | Clay Hill | [22/01052/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01052/HOUSE) | 7 Lime Close, Newbury, RG14 2PW, for Mr Williams | Single storey extension to front of property. Drop kerb and hardstanding. |
|  | No objection subject to approval of Tree Officer. | Clay Hill | [22/01209/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01209/HOUSE) | 159 Walton Way, Newbury, RG14 2NZ, for Mr C. Nonweiler | Single story side extension. |
|  | No objection subject to approval of Environmental Health & Thames Water | East Fields | [22/00975/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00975/FUL) | Bashford's Yard, Bone Lane, Newbury, RG14 5SH, for Stanbrays LLP | Full planning application for the construction of a maintenance building and two-storey portacabin block, and retention of the existing building on site and existing open yard, for flexible uses within Class E, B2 and B8 of the Use Class Order (including ancillary office provision) with associated parking and landscaping. |
|  | No objection. | East Fields | [22/01226/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01226/HOUSE) | 1 Friars Road, Newbury, RG14 7QU, for Mr & Mrs Fernandez | Hip to gable first floor extensions, first floor conversion and the insertion of new ground floor windows and doors and rendering of the dwelling. |
|  | Objection due to noise concerns of local residents. | Speenhamland | [22/00998/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00998/FUL) | ‘Crosskeys’ Public House, 8 London Road, Newbury, RG14 1JX, for Steam Punk Pub Co Ltd | Construction of external seating area with canopy over and landscaping to pub garden at side and rear. Alteration private pub car park entrance. |
|  | No objection. | Wash Common | [22/01055/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01055/HOUSE) | 87 Andover Road, Newbury, RG14 6JH, for Miss N. Roberts | Proposed single storey extension. |
|  | No objection. | Wash Common | [22/00209/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00209/HOUSE) | 8 Bruan Road, Newbury, RG14 7AU, for Mr & Mrs Brooks  | Proposed conversion of roof space, with flat roof dormer and new gable to rear hipped roof. Proposed single storey front extension to form kitchen and dining room. Proposed single storey side extension to create new entrance following demolition of existing garage store.**Amended:**The main changes to the application include: 1) The dormer is replaced with two smaller dormers. 2) The bifold doors on the south side elevation have been replaced with windows and the windows to the front enlarged to the eaves.**Previous NTC Comment:**No objection. (14/02/2022) |
|  | No objection. | Wash Common | [22/01141/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01141/HOUSE) | 6 Villiers Way, Newbury, RG14 6SH, for Mr & Mrs Hawkins | Proposed single storey rear extension, new front porch and conversion of garage with new raised flat roof. |
|  | No objection. | Wash Common | [22/01155/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01155/HOUSE) | 6 Meyrick Drive, Newbury, RG14 6SX, for Mr & Mrs Davis | Single storey side extension. |
|  | No objection. | Wash Common | [22/01066/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01066/HOUSE) | 3 Oak Ridge Close, Newbury, RG14 6HX, for Ms H. Kuijpers | Conversion of garage into living space. |
|  | No objection. | Wash Common | [22/01203/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01203/HOUSE) | 6 Erleigh Dene, Newbury, RG14 6JG, for Mr & Mrs Thomas | Garage conversion and associated alterations. New front porch. |
|  | No objection. | Wash Common | [22/01201/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01201/HOUSE) | 9 Monkswood Close, Newbury, RG14 6NR, for Mr & Mrs Kirby | Single storey link extension between house and garage. |
|  | No objection. | Wash Common | [22/01138/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01138/HOUSE) | 11 Valley Road, Newbury, RG14 6ET, for Setsquare Solutions Limited  | Single storey rear extension following demolition of conservatory. |
|  | No objection. | Wash Common | [22/01206/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01206/HOUSE) | 59 Meyrick Drive, Newbury, RG14 6SY, for Mr & Mrs Rackham | Proposed two-storey rear extension and single storey side extension with conversion of garage and new raised roof, with associated alterations. Increase width of existing access. |
|  | No objection. | Wash Common | [22/01239/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01239/HOUSE) | 4 Fermoy Gardens, Newbury, RG14 6EN, for Mrs T. Trafford  | Proposed oak framed garage extension. |
|  | No objection. | West Fields | [22/01041/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01041/HOUSE) | 6 Floreat Gardens, Newbury, RG14 6AW, for Mr & Mrs Hesketh | Single storey rear extension. |
|  | No objection subject to approval of Conservation Officer.  | West Fields | [22/00709/LBC2](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/00709/LBC2) | 29A Bartholomew Street, Newbury, RG14 5LL, for Dazzling Sunshine Limited | Works to shop frontage and interior alterations including installation of replacement flooring. |
|  | No objection. | West Fields | [22/01123/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01123/FUL) & [22/01124/LBC2](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01124/LBC2) | 17 The Broadway, Newbury, RG14 1AS, for Bodyset | Internal alterations to ground floor with removal of modern partition walls and insertion of new partition walls to form treatment rooms. Fix three additional AC condensers to external south facing wall. Paint shopfront in grey PMS 7540c. |
|  | No objection. | West Fields | [22/01126/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01126/ADV) | 17 The Broadway, Newbury, RG14 1AS, for Bodyset | One externally illuminated fascia sign and one externally illuminated projecting sign. |
|  | No objection. | West Fields | [22/01154/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01154/HOUSE) | 43 Rectory Close, Newbury, RG14 6DD, for Mr & Mrs Clark | Single-storey rear extension. Garage conversion. |
|  | No objection. | West Fields | [22/01207/LBC2](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01207/LBC2) | 16 Bartholomew Street, Newbury, RG14 5LL, for Beesley's Outfitters Ltd | To rectify defective leadwork, copings and box gutters weathering the junction between buildings. |
|  | No comment due to size and complexity of the documentation.It was requested that an extension be provided for comments until the 21st of June 2022.  | West Fields | [22/01151/FULEXT](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01151/FULEXT) | Former Newbury Bus Station, Market Street, Newbury, RG14 5DP, for Equans | Section 73a Variation of Condition 2 (Approved Plans) of previously approved application 16/00547/FULEXT: Site clearance, demolition and the erection of 232 dwellings with associated car parking, residents' hub and management office; 816sqm of flexible commercial floor space (Class A1 (retail) / A2 (financial services)/A3 (restaurants and cafes) / A4 (drinking establishments) or B1 (offices)) and a multi-storey car park. Pedestrian access arrangements, hard and soft landscaping and other ancillary development/infrastructure. |

**Appendix 2**

**Planning and Highways Committee Meeting**

**Schedule of Applications for Prior Approval**

**30/05/2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Running Order** | **Resolution**  | **Ward**   | **Application**  **Number**   | **Location and Applicant**   | **Proposal**   |
| 1. | To recommend that a planning application be required. | Clay Hill | [22/01196/PASSHE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01196/PASSHE) | 33 Newport Road, Newbury, RG14 2AP, for Mr & Mrs Westlake | Application to determine if prior approval is required for a proposed: Larger Home Extension - Proposed single storey Garden Room 4.49x4.5m (width x depth) and 3.6m high replacing the existing Garden Room 5.2x3.0m (wxd).  |

**Appendix 3**

**Sandleford Park Joint Working Group of Newbury Town Council and Greenham Parish Council**

**Terms of Reference**

**Purpose**

1. The purpose of the Joint Working Group is to make recommendations to the constituent Councils (Newbury Town Council and Greenham Parish Council) addressing issues regarding development proposals for Sandleford Park, including where appropriate, to make recommendations over “Applications for the Approval of Details Reserved by Condition” or any “Reserved Matters” applications.

2. This document records the parties’ agreement to the objectives, parameters and scope of the work, and the process the Joint Working Group will use to develop these principles.

**Background**

3. The Planning Authority, West Berkshire District Council is empowered to deal with planning applications for proposed development at Sandleford Park, Newbury. The constituent parish councils are statutory consultees in the planning process.

4. The Sandleford Park lands cross the boundaries of both parish councils.

5. Both parish councils agree that they could benefit by working together and sharing local knowledge and expertise when considering the development proposals and any amendments or revisions to the development proposals, including where appropriate, “Applications for the Approval of Details Reserved by Condition” or any “Reserved Matters” applications.

**Objectives**

6. To make recommendations to each parish council when considering development proposals for Sandleford Park and any amendments or revisions to the development proposals, including where appropriate, “Applications for the Approval of Details Reserved by Condition” or any “Reserved Matters” applications.

**Membership**

7. The Joint Working Group shall comprise 3 Councillors from each Council

**Meetings**

8. Either of the constituent Councils may request a meeting of the Joint Working Group.

**Quorum**

9. The quorum for meetings of the JWG shall be 4, with at least 2 members from each Council.

**Support**

10. The Clerks of the Councils will provide secretariat support to the Joint Working Group as required.