



3rd September 2024.

**To:** Councillors Phil Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore, Graham Storey, and Tony Vickers

**Substitutes:** All remaining Members of the Council

Dear Councillor,

You are summoned to attend a meeting of the **Planning & Highways Committee** on **Monday 9<sup>th</sup> September 2024 at 7:30 pm.**

The meeting will be held in the Council Chamber, Town Hall, Market Place, Newbury, RG14 5AA. The meeting is open to the press and public and will be streamed via Zoom: <https://us02web.zoom.us/j/87802738154?pwd=bo6AC8sX2v0ZoUosT1lkMY0e5t1Rij.1>  
Meeting ID: 878 0273 8154      Passcode: 693003

**Kym Heasman**  
**Corporate Services Officer**

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### **AGENDA.**

- 1. Apologies**
- 2. Declarations of Interest and Dispensations**  
**To receive** any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
- 3. Minutes (Appendix 1)**  
**3.1 To approve** the minutes of a meeting of the Planning & Highways Committee held on Monday 17<sup>th</sup> June 2024.  
**3.2** Officer's verbal report on actions from previous meeting.
- 4. Questions and Petitions from Members of the Public**  
Questions, in writing, must be with the Corporate Service Officer by 2pm on Friday 6<sup>th</sup> September 2024
- 5. Members' Questions and Petitions**  
Questions, in writing, must be with the Corporate Service Officer by 2pm on Friday 6<sup>th</sup> September 2024
- 6. Schedule of Planning Applications (Appendix 2)**  
**To Comment** on the planning applications listed at the attached schedule.

- 7. Section 215 updates (Appendix 4)**  
**To receive** an update on lands and buildings within the Town Council area which “adversely affect the amenity of the area”.
- 8. Heritage working group update.**  
**To Receive** update from the Heritage Working Group.
- 9. Town Centre Working Group Update**  
**To Receive** update from the Town Centre Working Group.
- 10. Update from The Western Area Planning Committee**  
**To Receive** an update on any relevant business from the Western Area Planning Committee.
- 11. Forward Work Programme for Planning & Highways Committee (Appendix 6)**  
**To Note** and to agree any other items that Members resolve to add to the Forward Work Programme.

Town Hall, Market Place, Newbury, RG14 5AA

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we can all be proud of.

MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE COUNCIL CHAMBER, NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON MONDAY 12<sup>th</sup> AUGUST 2024 AT 7.30PM.

**PRESENT**

Councillors, Phil Barnett, Vera Barnett (sub), Billy Drummond (sub), Nigel Foot, David Harman (Vice Chairperson), Chris Hood, Roger Hunneman, Steve Masters, Vaughan Miller, Andy Moore, Graham Storey and Tony Vickers.

**In Attendance**

Kym Heasman, Corporate Services Officer

**46. APOLOGIES**

Councillors Jo Day (substitute Vera Barnett), and Sam Dibas (substitute Billy Drummond), Ian Jee (Substitute Chris Hood), David Marsh (substitute Steve Masters).

**47. DECLARATIONS OF INTEREST**

The Corporate Services Officer declared that Councillors Phil Barnett, Billy Drummond, Nigel Foot and Tony Vickers who 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.

**48. MINUTES**

**PROPOSED:** Councillor Billy Drummond

**SECONDED:** Councillor Vaughan Miller

**RESOLVED:** That the minutes of the meeting of the Planning & Highways Committee held on Monday 15<sup>th</sup> July 2024, be approved, and signed by the Chairperson.

**49. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC**

There were no questions or petitions from members of the public.

**50. MEMBERS' QUESTIONS AND PETITIONS**

Question Received from Councillor Meg Thomas:

*"Is there merit in continuing the practice of occasional, isolated, speed detection checks in response to concerns raised by residents, and if so, what are the 'rules of engagement', do we continue to seek to use West Berkshire Council's equipment, and are there budget issues to be considered?"*

The Vice Chairperson responded with the following answer:

- *"Yes, we do see merit in continuing with occasional speed check."*

- *NTC provides PPE for these (in regard to High Vis Jackets and Risk assessments templates that must be completed).*
- *NTC has insurance that covers Councillors and member of the public that are doing speed watch activities that have been approved by NTC officers (i.e. there needs to be a completed risk assessment on file).*

*Councillors will need to collect devices from West Berks.*

*It is not NTC's intention to get its own equipment as the costs in purchasing and maintaining devices is not economical."*

Question Received from Councillor Phil Brnett:

*"A member of the Public has commented on local media on the need and expense of running the Planning & Highways committee of Newbury Town Council.*

*Therefore, can you the chairman agree with me that this committee gives residents the chance to voice opinions on planning applications that fall within or adjacent to the Newbury Boundary?"*

The Vice Chairperson responded with the following answer:

*"Yes we are in agreement, and this has previously aided in the redesign of several applications for example the application at Battery End."*

Newbury Town Council is a statutory consultee on planning decisions, NTC can only comment on Planning application at either full council or in committee meetings that the public are free to attend. All comments agreed at these meetings are submitted in writing to the local planning authority. Whilst NTC has no powers to reject or approve planning applications we can make the following comments: No Objections, Support or Object, when supporting or objecting to applications NTC provides reasons for these decisions which the planning authority must consider, when reviewing applications.

Through this process the public are provide an additional opportunity to comment on planning applications that West Berks Planning Authority may not call in for review (currently requires at least 10 letters/comments from the public), this provides the public additional safeguards for planning.

Below are 2 examples of where NTC's involvement in planning has resulted in changes to applications: one was a large-scale development in the conservation area, where after meeting with NTC they have reduced the scale of the development to make it more in keeping with the neighbourhood. NTC have successfully protected an ancient hedgerow, protecting a Bat Corridor that was at risk of being destroyed through a planning application, the Council successfully objected on 7 occasions to reduce the scale of the development and protected the privacy of neighbours.

Below are the reasons for comments we make on planning applications

- Central government policy and guidance – Acts, Circulars, Planning Policy Guidance Notes (PPGs) etc.
- The Development Plan – and any review of the Development Plan which is underway.
- Adopted supplementary guidance – for example, village design statements, conservation area appraisals, car parking standards.
- Replies from statutory and non-statutory agencies (e.g. Environment Agency, Highways Authority).

- Representations from others – neighbours, amenity groups and other interested parties so long as they relate to land use matters.
- Effects on an area – this includes the character of an area, availability of infrastructure, density, over-development, layout, position, design and external appearance of buildings and landscaping
- The need to safeguard valuable resources such as good farmland or mineral reserves.
- Highway safety issues – such as traffic generation, road capacity, means of access, visibility, car parking and effects on pedestrians and cyclists.
- Public services – such as drainage and water supply
- Public proposals for using the same land
- Effects on individual buildings – such as overlooking, loss of light, overshadowing, visual intrusion, noise, disturbance and smell.
- Effects on a specially designated area or building – such as green belt, conservation areas, listed buildings, ancient monuments and areas of special scientific interest.
- Effects on existing tree cover and hedgerows.
- Nature conservation interests – such as protection of badgers, great crested newts etc.
- Public rights of way
- Flooding or pollution.
- Planning history of the site – including existing permissions and appeal decisions.
- A desire to retain or promote certain uses – such as playing fields, village shops and pubs.
- Need for the development – such as a petrol station
- Prevention of crime and disorder
- Presence of a hazardous substance directly associated with a development
- Human Rights Act
- Precedent – but only where it can be shown there would be a real danger that a proposal would inevitably lead to other inappropriate development (for example, isolated housing in the countryside)

Question Received from Councillor Tony Vickers:

*“In respect of public rights of way (which are public highways as much as roads are) that cross land that this Council is responsible for, for example Victoria Park and Wash Common, are we aligned with the local Highway Authority (West Berkshire Council) and national policy in the way we manage vegetation growth that with climate change is increasingly likely to cause obstruction if not managed well?”*

The Vice Chairperson responded with the following answer:

*“Unfortunately we do not have an answer right now but will circulate before or at the next scheduled meeting.”*

## **51. SCHEDULE OF PLANNING APPLICATIONS**

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

Councillors Tony Vickers, Nigel Foot and Phil Barnett abstained from the Vote in relation to case no. 4, ref no: 24/01464/FULMAJ, Unit 1, Sterling Industrial Estate, Kings Road, Newbury for Magdalen Victoria LLP

**52. APPLICATIONS FOR PRIOR APPROVAL**

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

**53. NDP WORKING GROUP UPDATE**

CEO is due to meet with our consultant to review progress to date.  
CEO/RFO to follow up with all those involved have completed their relevant sections of the report. Once all sections have been received, they will be collated and then a meeting will be called to discuss next steps and relaunch the NDP process.

**54. TOWN CENTRE WORKING GROUP**

Meeting yet to be convened, to receive update at next scheduled Planning & Highways Committee meeting.

**55. UPDATE FROM THE WESTERN AREA PLANNING COMMITTEE**

Members noted updates from the previous WAP Meeting and noted that the application for Newspaper House should soon be up for consideration.

**56. FORWARD WORK PROGRAMME FOR PLANNING AND HIGHWAYS COMMITTEE MEETINGS 2024/25**

The forward work programme was received and noted by the committee, with the additional items being added:

- Canal Corridor Working Group update September
- PROW Working Group to Meeting and Give update at November Meeting.

**THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 20.41 HRS**

**CHAIRPERSON**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLANNING AND HIGHWAYS COMMITTEE MEETING  
SCHEDULE OF PLANNING APPLICATIONS – RESOLUTIONS**

<b>RUNNING ORDER</b>	<b>RESOLUTION</b>	<b>APPLICATION NUMBER</b>	<b>LOCATION AND APPLICANT</b>	<b>PROPOSAL</b>
1	No objection	<a href="#">24/00962/FULMAJ</a>	Hillcroft House Rookes Way Thatcham for BHFT	Retrospective application seeking 10 year planning permission to use two storey modular building faced with sheet metal cladding and a double pitch lightweight roof, joined by means of a linked corridor to a single storey modular building of similar construction.
2	No objection	<a href="#">24/01257/FUL</a>	Unit 2 Newbury Retail Park Pinchington Lane Newbury for F & C Commercial Property Holdings Ltd	Proposed works to front elevation.
3	No objection	<a href="#">24/01139/ADV</a>	Unit 12, Newbury Trade Park, Hambridge Road, Newbury for Sally Salon Services	Powder coated aluminium tray signs.
4	Objection / comments: 1. Height of Buildings 2. Highways 3. Light 4. Overdevelopment 5. Parking 6. Impingement on Street Scene	<a href="#">24/01464/FULMAJ</a>	Unit 1, Sterling Industrial Estate, Kings Road, Newbury for Magdalen Victoria LLP	The Development to seeks to demolish an existing building that is comprised of a garage and office spaces with hardstanding for parking. The existing development is to be replaced with a 6 storey, 25 apartment block with associated parking and bike storage facilities. The apartment block will consist of 14no. 1 bed 2 person apartments and 11no. 2 bed 4 person apartments, totalling 25no. apartments.
5	No objection	<a href="#">24/01401/FUL</a>	1 - 3 Mansion House Street Newbury for Gails Ltd	Installation of 3 no. AC condensers, to be located on rear elevation facing rear yard.
6	No objection	<a href="#">24/00923/LBC</a>	6 Cheap Street Newbury for Mr Seton Fairhurst	S19 Variation of Condition (2) Approved Plans, (3) Schedule of Works, (4) External Services and (5) Internal Services of listed building consent 22/00085/LBC2: Change of use of existing building in office use to HMO for seven occupants.

**APPENDIX 1****APPLICATION FOR PRIOR APPROVAL**

<b>RUNNING ORDER</b>	<b>RESOLUTION</b>	<b>APPLICATION NUMBER</b>	<b>LOCATION AND APPLICANT</b>	<b>PROPOSAL</b>
1		<a href="#">24/01515/PACOU</a>	Union Place 31 Bartholomew Street Newbury for David Dean	Application to determine if prior approval is required for a proposed: Internal stud partition works and sound proofing to create bedroom and bathroom, associated plumbing, ventilation and electrical works to create 2 No Flats.



**Planning and Highways Committee Meeting  
Schedule of Planning Applications to be considered.**

**Monday 9<sup>th</sup> September 2024**

<b>Running Order</b>	<b>Ward</b>	<b>Application Number</b>	<b>Location and Applicant</b>	<b>Proposal</b>
1.	EAST FIELDS	<a href="#">24/01326/FUL</a>	Bashford's Yard Bone Lane Newbury for Sunbrays 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.
2.	EAST FIELDS	<a href="#">24/01766/FUL</a>	20 Hambridge Road Newbury for Thatcham Butchers	Demolition of existing buildings. Construction of new storage and processing unit.
3.	WEST FIELDS	<a href="#">23/02782/FULMAJ</a>	20 - 28A Pound Street Newbury for Archel homes.	Demolition of existing buildings (including former Jewson's site); existing dwelling 26 and 28 Pound Street; and 28a Pound Street, former Newbury Bathroom Store) and erection of 79no. residential dwellings alongside access works, landscaping, open space, drainage and other associated works.
4.	WEST FIELDS	<a href="#">24/01462/ADV</a>	87 - 89 Northbrook Street Newbury for WH Smiths	1 non-illuminated fascia sign at 15840 x 210mm a 1 non-illuminated window vinyl at 1700 x 2420mm
5.	WEST FIELDS	<a href="#">24/01607/FUL</a>	30 Market Place Newbury for NatWest Group	The replacement of the two external ATMs.
6.	WEST FIELDS	<a href="#">24/01608/LBC2</a>	30 Market Place Newbury for NatWest Group	The replacement of the two external ATMs.
7.	WEST FIELDS	<a href="#">24/01615/ADV</a>	30 Market Place Newbury for NatWest Group	New ATM tablets and aluminium panels.
8.	WEST FIELDS	<a href="#">24/01670/FUL</a>	Lock Stock and Barrel 104 Northbrook Street Newbury for Fuller, Smith & Turner Durn	New stretch tent over existing 1st Floor terrace and staircase.
9.	WEST FIELDS	<a href="#">24/01724/ADV</a>	63 Parkway Shopping Centre Newbury for Jacobs & Turner Ltd (T/A Trespass)	Installation of 1 Nr. fascia sign and vinyl decal.

Newbury Town Council

List of Section 215 Lands/Buildings

From June 2023 Update

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions	Update 10.07.2024
1.	The building south of the old post office (41, Cheap Street)	Living Club Ltd	Amended application <u>20/01210/FULD</u> for “alterations to ground floor retail space and conversion of part of ground floor and first floor into a 6 bed HMO”, approved by WBC on 10/06/2022  NTC P&H Committee Comment – “We support this application. Cllr Vaughan Miller abstained” (15/11/2021)  No visual progress yet made (as of 28/07/2022).	Request update from Enforcement	Property sill boarded – damage to windows – roof tiles missing and damage to roof.
2.	Khon khaen Resterant 102 Bartholomew Street		Exposed Gable ends and laths Damage to render Listed building		Damage is worsening and building is no longer water tight with impact on neighbouring buildings.
3.—	The back of the British Heart Foundation shop (on the canal)	BHF	Awaiting planning application.  “Our consultants are currently out to tender with a comprehensive package of external works, of which include the repairs to the rear elevation. I am anticipating tenders to be returned in the next two weeks and we should be in a position to place an order shortly after that.” (22/07/2022)	Pursue with BHF and refer to enforcement	Enforcement letter received and no longer an issue.

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions	Update 10.07.2024
4.	Newbury Railway Station – the land from the ticket office to Cheap Street	Network Rail	Contacted Great Western about them pursuing this with Network Rail or forward on a contact. (12/07/2022)	Pursue with GWR	REMOVED
5.	Wharf Street	Public highway, where businesses leave their rubbish bins, which is now a high-profile, strategic entrance to the town centre since the new bus terminal opened	From the BID: “West Berkshire Council are dealing with this and have been taking enforcement action, but from what I understand their powers are limited. We have asked businesses to label their bins, but unfortunately we don’t have any power to enforce this request and none have chosen to take this action thus far. We have highlighted the need for a place for bin storage in this area as part of WBC’s proposals for The Wharf. We have another site visit with WBC scheduled for next week (w/c 8 <sup>th</sup> Aug) and will continue to raise this issue with them.” (02/08/2022)	Ask WBC to consider this matter in the context of The Wharf re-development proposals	Bring to Town Centre Working Group as an Issue.
6.	The BT Tower	Initial response from BT was that Tellereal Trillium are the owners, as the building was part of a sale and re-lease programme undertaken by BT in the early part of this century. The lease runs until 2030. However, TT pointed out that BT are responsible for the upkeep of the building.	Submitted to the WBC Planning Enforcement team. It was deemed that there was “insufficient [visual] harm to warrant the service of a formal [Section 215] Notice” (Received on 15/03/2022)	Resubmit request to WBC Planning Enforcement.	<ul style="list-style-type: none"> <li>- Damage to concrete render on top floor will be letting water in and potentially worsening damage inside</li> <li>- Concrete rendering falling o ground.</li> <li>- Vegetation overgrowing</li> <li>- Potentially damage of roof and arial stability.</li> <li>- Peregrine Falcons living in the holes on side of building.</li> </ul>

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions	Update 10.07.2024
7.	The land to the east of Fir Tree Lane and the junction with London Road		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement	Area is a mess outdates planning application signs up.
8.	Post Office (Rear of Building)				Damage to Bricks and Pointing. Overgrowing of vegetation in to base of walls.
9.	380, London Road, Newbury, RG18 3AA		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement	Mr Dewey – resides between both 378 & 380 London Rd. - Houses impossible to see from road. - Serious overgrowth to both properties. - Large holes in roof. - Blocked guttering. - tiles sliding of roof - chimney leaning and dangerous. - impact on neighbouring property from overgrowth and falling tiles – resulting in New flat roof to neighbouring property, (now trying to sell but being impacted) - willow tree leaning.
10.–	Land adjacent to Roebuts Close and Ladybirds pre-school		Submitted to the WBC Planning Enforcement team. It was deemed that there was “insufficient visual harm and therefore justification to serve a S.215 Notice upon the land owner[s].” (18/12/2021)	Ask enforcement to review in light of recent improvements to surrounding area.	
11.	the 2 empty houses, 45 and 47 Cromwell Road, Newbury, RG14 2HP		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement	Houses look to be having major work done on

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions	Update 10.07.2024
					them. Follow up with planning authority.
12.	88 West Street		Submitted to the WBC Planning Enforcement team. Followed up on 15/07/2022.	Request update from Enforcement	Some damage has been rectified however there is still extensive amount of missing grouting and dimes to the bricks in the wall.
<del>13.</del>	<del>65 Kingsbridge Road, Newbury</del>		<del>Submitted to WBC for S215 enforcement action on 04/10/2022.</del>	<del>Request update from Enforcement. Dual-hatted member to submit motion to WBC?</del>	<del>No longer required.</del>
<del>14.</del>	<del>Monument close area around shops and shops</del>	<del>Agent? Owner?</del>	<del>NTC contacted agent, problems persist.</del>	<del>Refer to enforcement. Advise agent/ owner.</del>	<del>No longer required.</del>

## Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 09.09.2024

## Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations of Interests and Dispensations
- 3.1 Approval of Minutes of previous meeting
- 3.2 Officer's report on actions from previous meeting
4. Questions/Petitions from members of the Public
5. Questions/Petitions from Members of the Council
6. Schedule of Planning Applications
7. Schedule of Prior Approval Applications (if any)
8. Schedule of Licensing Applications (if any)
9. Schedule of Appeal Notifications (if any)
10. Schedule of Appeal Decisions (if any)
11. Neighbourhood Development Plan – Update (if any)
12. The Western Area Planning Committee – Update

At the first Committee meeting after the annual meeting of the Council	Election of Chair/ Deputy
	Approval of ToRs and memberships of Working Groups
June/September/December/March (Quarterly)	Updates on Section 215 of the Town and Country Planning Acts.
Each November	Review of KPI's for Planning and Highways Committee
	Send Budget and Strategy proposals to RFO
Bi Monthly	Faraday Road Football Club
<b>2024</b>	
15 July	<ul style="list-style-type: none"> <li>- Flood and Drainage Forum</li> <li>- Faraday Road Football Club</li> <li>- PROW Working Group</li> <li>- Sandleford Park Liaison Group Update</li> </ul>
12 August	<ul style="list-style-type: none"> <li>- NDP WG Update</li> <li>- Town Centre Working Group Update</li> </ul>
9 September	<ul style="list-style-type: none"> <li>- Faraday Road Football club update.</li> <li>- Section 215's</li> <li>- Heritage Working Group update</li> </ul>
7 October	<ul style="list-style-type: none"> <li>- Canal Corridor WG Update</li> </ul>
4 November	<ul style="list-style-type: none"> <li>- P &amp; H Committee KPI's</li> <li>- PROW update</li> </ul>
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