

11th June 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 17th June 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/87085898455?pwd=0aizptCoHmXTKHHe52F5kTF77LNbu7.1>
Meeting ID: 870 8589 8455 Passcode: 364761

Kym Heasman
Corporate Services Officer

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 20th May 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 Services Officer by 2pm on Friday 14th June 2024.
- 5. Members' Questions and Petitions**
Questions, in writing, must be with the Corporate Service Officer by 2pm on Friday 14th June 2024

Town Hall, Market Place, Newbury, RG14 5AA

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- 6. Schedule of Planning Applications (Appendix 2)**
To Comment on the planning applications listed at the attached schedule.

- 7. Update from The Western Area Planning Committee**
To Receive an update on any relevant business from the Western Area Planning Committee.

- 8. Formation of a Working Group on Public Rights of Way (PROW) (Appendix 3)**
8.1 To Agree the Terms of Reference for the formation of a Working Group on Public Rights of Way (PROW).
8.2 To agree Members of the Working Group.

- 9. Forward Work Programme for Planning & Highways Committee (Appendix 4)**
To Note and to agree any other items that Members resolve to add to the Forward Work Programme.

Appendices to follow

MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE COUNCIL CHAMBER, NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON MONDAY 20th MAY 2024 AT 7.30PM.

PRESENT

Councillors, Andy Moore (Chairperson), Phil Barnett, Vera Barnett, Jo Day, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, Vaughan Miller, Elizabeth O’Keeffe, David Marsh and Steve Masters (substitute)

In Attendance

Toby Miles-Mallowan, Chief Executive Officer

1. APOLOGIES

Councillor Graham Storey (Sub Steve Masters)

2. DECLARATIONS OF INTEREST

The Chief Executive Officer declared that Councillors, Phil Barnett, Nigel Foot and David Marsh 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.

The Chief Executive Officer made the following statement on behalf of Councillor David Marsh who is also Members of West Berkshire Council’s Licensing Committee “I wish to make it clear that any comments I may 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 Council. At that time, I will weigh up all the evidence.”

3. ELECTION OF CHAIR

Councillor Andy Moore nominated for Chair of Planning and Highways Committee for 2024/25

PROPOSED: Councillor Day

SECONDED: Councillor Jee

RESOLVED: that Councillor Andy Moore elected as Chairman

4. DELECTION OF DEPUTY CHAIR

Councillor David Harman nominated as Deputy Chair

PROPOSED: Councillor O’Keeffe

SECONDED: Councillor Hunneman

RESOLVED: Councillor Harman elected as Deputy Chair

5. MINUTES

PROPOSED: Councillor Hunneman

SECONDED: Councillor Foot

RESOLVED: That the minutes of the meeting of the Planning & Highways Committee held on Monday 22nd April 2024, be approved, and signed by the Chairperson.

6. ACTIONS FROM THE PREVIOUS MEETING:

Due to Staff Sickness not possible to provide an update on actions from last meeting.

ACTION: Corporate Services Officer to email committee members with updates from actions

7. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

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

8. MEMBERS' QUESTIONS AND PETITIONS

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

9. PRESENTATION – POUND STREET CONSULTATION

RECEIVED presentation from Archel Homes updating status of application and development.

The Chairperson gave thanks to Cala Homes for attending the Committee Meeting.

Members agreed with the updated Information received from Archel Homes and welcomed changes to the development. Application due to be submitted to West Berks and Committee will respond to application then.

10. SCHEDULE OF PLANNING APPLICATIONS

PRESENTATION received from members of the public objecting to planning application 24/00908/FUL

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

11. SCHEDULE OF LICENSING APPLICATIONS

It was agreed that the following observation be submitted:

- **Premises Licence ref:** Case reference 24359 (New) for McDonald's Restaurants, 63 North Brook Street, Newbury, Berkshire RG14 1AE
- Applicant: Pear Tree Restaurants Limited

No objection.

12. **Appeal under Section 78 of the Town and Country Planning Act 1990**
Application No: 23/01967/FUL for Pound Court, Pound Street, Newbury for Additional storey plus side extension.

Committee noted appeal.

13. **Appeal under Section 78 of the Town and Country Planning Act 1990**
Application No: 21/00636/OUTMAJ for Premier Inn, Pinchington Lane, Newbury for Outline planning application for up to 9 no. dwellings and all associated works. Matters to be considered Access, Layout and Landscaping.
Newbury Town Council's Comments 13.09.2021: No objection.
Newbury Town Council's Comments 20.06.2022: Objection based on 1) Potential Access issue on Deadman's Lane. 2) The removal of too many mature trees. 3) The overdevelopment of the area.

Committee noted appeal.

14. **PUBLIC RIGHTS OF WAY**

No nominations received from Councillors.

Councillor Miller suggested establishing a working group to review this.

RESOLVED Councillor Moore to discuss establishing a working group with Councillor Phil Barnett.

15. **UPDATE FROM THE FLOOD AND DRAINAGE FORUM**

Members received an update and noted that the next scheduled meeting of the Flood and drainage forum.

16. **UPDATE FROM NDP STEERING GROUP**

Members of the committee received an update from the steering group, and the next scheduled meeting to be held on 26th June 2024

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

Update provided regarding an application for a Solar Farm at South Falkland Farm, 10 Speen Lane is being reviewed after 2nd application received to turn into family home. There is a backlog of applications to be processed.

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

The Forward Work Programme requires amending.

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 20.47 HRS

CHAIRPERSON

Signature: _____ Date: _____

Draft

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

Runnin g Order	Resolution	Application Number	Location and Applicant	Proposal
1.	No objection	24/00898/LBC	27 Shaw Road Newbury for Mr Iain Wilson	Alteration of chimney breast located within kitchen area to remove a portion of the brickwork to enlarge the space to fit an electric induction hob. The work will include installing an extractor fan going out the back of the property.
2.	Objection: Create additional Traffic Building inappropriate for development	24/00908/FUL	6 Northcroft Lane, Newbury for Amegreen Children's Services	Use of the building as a SEND School
3.	No Objection	24/00728/LBC	153A Bartholomew Street, Newbury for Fisher Bricks Ltd	Change of Use - Office (Class E) to Residential (Class C3)
4.	No Objection	24/00727/FUL	153A Bartholomew Street, Newbury for Fisher Bricks Ltd	Change of Use - First and Second Floor Office (Class E) to Residential (Class C3)
5.	No Objection	24/00699/LBC	West Berkshire Museum, 1 The Wharf, Newbury for West Berkshire Museum	Provision of new banner signage fixed to the modern infill section of the building; new painted signage reading MUSEUM to the west gable; reinstatement of a painted timber sign at ground floor level to the west gable elevation; New vinyl signage to glazed areas above entrance doors
6.	No Objection	24/00738/ADV	West Berkshire Museum, 1 The Wharf, Newbury for West Berkshire Museum	Provision of new banner signage fixed to the modern infill section of the building; new painted signage reading MUSEUM to the west gable; reinstatement of a painted timber sign at ground floor level to the

				west gable elevation; New vinyl signage to glazed areas above entrance doors
7.	No Objection	24/00923/LBC	6 Cheap Street, Newbury for Mr Seton Fairhurst	S19 Variation of Condition (2) Approved Plans of planning permission 22/00085/LBC2: Change of use of existing building in office use to HMO for seven occupants.
8.	No Objection	24/00561/LBC	118 Bartholomew Street, Newbury for Bartholomew Street Developments Ltd	To install secondary glazing to front windows and slim-line double glazed windows to rear of building
9.	No Objection	24/00697/HOUSE	15 Buckingham Road, Newbury for Mr Stephen Blaxland	Demolition of existing detached garage and store, new single and two storey extensions and internal alterations
10.	No Objection: noted need for bicycle store and contribution to car club	24/00638/FUL	44 Bartholomew Street, Newbury for Mr R Childs	Change of use from offices back into dwelling
11.	No Objection: noted need for bicycle store and contribution to car club	24/00640/LBC	44 Bartholomew Street, Newbury for Mr R Childs	Change of use from offices back into dwelling
12.	No Objection subject to parking review and flood risk assessment being completed	24/00683/FUL	3 Craven Road, Newbury for Mr K Miah	Change of use from A1 GF / Residential FF to New 2 storey Residential House with parking and private amenity

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

Monday 17th June 2024

Running Order	Ward	Application Number	Location and Applicant	Proposal
1.	CLAY HILL	24/01008/LBC	37 Shaw Road, Newbury for Mr Tim Blick & Ms Lange	Replacement of existing six panel entrance door.
2.	CLAY HILL	24/01114/FUL Adjacent Parish	Messenger House, Pear Tree Lane, Newbury for Mr Anthony Berkeley	Demolition of existing dwelling and erection of a replacement dwelling with garaging and home offices, together with relocated driveway, parking and turning, associated private amenity space, landscaping, installation of package sewage treatment plant and associated works
3.	EAST FIELDS	24/01002/FUL	Fair Close Day Centre, Newtown Road, Newbury for Age Concern Newbury and District	Covered pergola to existing entrance. New paving including ramp to provide level threshold and wheelchair access to dementia day care respite lounge.
4.	SPEENHAMLAND	24/00925/FUL	Cross Keys, 8 London Road, Newbury for Steam Punk Pub Co Ltd	Construction of single storey restaurant building using shipping containers. Renovation and fit out of existing brink storage barn o form new barn and seating area. External landscaping to form pub garden/seating area.
5.	SPEENHAMLAND	24/00963/HOUSE	1 Dolman Road, Newbury for Mr & Mrs Holland	Two Storey and Single Storey rear extension.
6.	WEST FIELDS	24/01083/LBC	1 Toomers Wharf, Canal Walk, Newbury for Dr A Chan	Proposed internal alterations.
7.	WEST FIELDS	24/01004/FUL	Ground Floor, 1-3 Mansion House Street, Newbury for Gail's Ltd	Installation of 5 no. canopettes, to be installed above existing shopfront windows. 2 no. externally illuminated fascia lettering signs; 1 non-illuminated hanging sign.
8.	WEST FIELDS	24/01005/ADV	Ground Floor, 1-3 Mansion House Street, Newbury for Gail's Ltd	Installation of 5 no. canopettes, to be installed above existing shopfront windows. 2 no. externally illuminated fascia lettering signs; 1 non-illuminated hanging sign.
9.	WEST FIELDS	23/02782/FULMAJ	20 - 28A Pound Street, Newbury for Archel Homes	Amended Plans: <ul style="list-style-type: none"> - number of units reduced to 79 - amendments to elevation design, roof design, parking allocation, - Block height reductions - Block 1 moved further away from Newbury Hall - addition of 5 three bed townhouses

**Public Rights of Way Working Group (PROW WG)
Terms of Reference**

Membership: **2 Members to be appointed by NTC**
 Others as agreed by PROW WG

Members can be added / removed as agreed at any P&H Committee meeting.

Quorum: 2 of the group membership including at least 1 Councillor.

Remit:

To provide advice to the Planning & Highways Committee about the impact of (need to correct title) 2026 Regulations in respect of PROW changes.

To review all PROW in the Town Council's area and confirm validity.

To propose new PROW for consideration by P&H.

To prepare submissions for any new PROW proposed by P&H.

Guidance from the Council:

Input / recommendations may be provided through the Planning & Highways Committee.

There will be close liaison, as appropriate, with the WBC PROW Officer.

Resources and Budget:

Uses Town Council meeting rooms, administration resources and officer time as approved by P&H.

Secretarial support (agendas, meeting notes, circulation of information) is provided by NTC.

Additional Notes:

The Working Group will communicate through email, phone and meetings, both formally and informally.

Relevant electronic documentation is stored on the Town Council IT data store.

The group will meet as required.

These Terms of Reference may be reviewed and changed as necessary by the parent committee.

Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 17.06.2024

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
2024	
25 th March	<ul style="list-style-type: none"> - Flood and Drainage Forum - Sandleford West Presentation
20 th May	<ul style="list-style-type: none"> - Section 215 Updates - To identify potential and existing public rights of way and actions which might be taken to enhance these (see minutes 06.11.2023)