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

**held in the West Berkshire Council Chamber, Council Offices, Market Street, Newbury**

**12/07/2021 at 19:30/7:30pm**

**Present**

Councillors; Gary Norman; Tony Vickers; Pam Lusby Taylor; Phil Barnett; Vaughan Miller; Roger Hunneman; Martin Colston; Jeff Beck; David Marsh; Billy Drummond; Jo Day

**In Attendance**

Darius Zarazel, Democratic Services Officer

Kym Heasman, Corporate Services Officer

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

**Proposed:** Councillor Gary Norman

**Seconded:** Councillor Martin Colston

**Resolved:** ThatCouncillor Nigel Foot be elected as Chairperson.

**Proposed:** Councillor Vaughan Miller

**Seconded:** Councillor Roger Hunneman

**Resolved:** ThatCouncillor Gary Norman be elected as Deputy-Chairperson.

**2. Apologies**

Apologies received from Councillor Nigel Foot and Andy Moore, who is substituted with Martin Colston.

**3. Declarations of interest and Dispensations**

The Democratic Services Officer declared that Councillors Phil Barnett, Jeff Beck, David Marsh, 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 who is 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.”

Item 4 on Appendix 2 – Councillor Jo Day knows an objector but will still vote on the application.

**4. Minutes**

**Proposed:** Councillor Jeff Beck

**Seconded:** Councillor Phil Barnett

**Resolved:** That the minutes of the meeting of the Planning & Highways Committee held on the 19th of April, be approved, and signed by the Chairperson.

**Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Roger Hunneman

**Resolved:** That the minutes of the meeting of the Planning & Highways Working Group held on the 21st of June, be approved, and signed by the Chairperson.

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

A) On lobbying WBC for a review of the junction of Wheatsheaf Lane and Shaw Crescent, the WBC Highways team reported that they are going to actively try to repaint the white, keep clear, line across the entrance to the lane. The paint was worn down over time. They will not install mirrors to help entrance/exit as they have been deemed hazardous and are not WBC policy.

B) On Councillor Barnett’s question about GATSO speed cameras and asking WBC to reassure the public that active replacements will be installed and supported by Thames Valley Police (TVP), WBC are currently in discussions with TVP over what they call ‘legacy sites’ i.e speed camera sites that have not yet been ungraded, and there are a couple of sites that will unfortunately need to be removed due to the risk of the camera pole failing and collapsing.

The removal of the two GATSO cameras due to a recent structural assessment are on:

• Greenham Road

• Newtown Road

TVP will be replacing these sites with a mobile camera site and the council will be monitoring the road speeds using a permanent hybrid SID (Speed Indicator Device) on a monthly basis for 12 months.

C) On the invitation to the developers of proposed 5G telecommunications installation to come and discuss the proposals, there is no one from the company that could attend, however they are open to answering any questions the Councillors have.

D) On the motion submitted to the National Association of Local Councils (NALC) about implementing the Flood and Water Management Act 2010 Section 42 and Section 43. (This is about the adoption of sewers on new development and surface water urban development systems). The NALC Committee discussed the motion at length but could not agree to adopt the full motion as written. This was largely because the committee was unclear about the nature or extent of the problem and felt that they needed to gain a better understanding of the issues before they make a decision.

After more information gathering, I believe they will be able to vote on this.

**6. Questions and Petitions from Members of the Public**There were none.

**7. Members’ Questions and Petitions**There were none.

**8. Schedule of Planning Applications**

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

**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 Licencing Applications**

Resolved that the observations recorded as Appendix 3 to these minutes be submitted to the planning authority.

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

**11.1 Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Tony Vickers

**Resolved:** 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 and that the updated Terms of Referencefor the Canal Corridor Working Group be approved (See Appendix 4 to these minutes).

**11.2 Proposed:** Councillor Martin Colston

**Seconded:** Councillor Vaughan Miller

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

**11.3 Proposed:** Councillor Martin Colston

**Seconded:** Councillor Roger Hunneman

**Resolved:** That Councillors Martin Colston, Nigel Foot, Jeff Beck, Gary Norman, Tony Vickers, and Vaughan Miller be appointed members of the Working Group and that the existing Terms of Referencefor the Neighbourhood Development Plan Working Group be approved.

**11.4 Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Vaughan Miller

**Resolved:** That Councillors Roger Hunneman, David Marsh, and Phil Barnett be appointed as NTC’s members of the Working Group and that the existing Terms of Referencefor the Sandleford Joint Working Group be approved.

**11.5 Proposed:** Councillor Martin Colston

**Seconded:** Councillor David Marsh

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

**12. Nomination for Renewal of Asset of Community Value for Faraday Road Football Ground and Stadium (Newbury Football Ground)**

**Proposed:** Councillor Vaughan Miller

**Seconded:** Councillor David Marsh

**Resolved:** That Newbury Town Council apply to West Berkshire Council to renew the Newbury Community Football Ground on Faraday Road as an Assets of Community Value, using the Newbury Community Football Ground CIC’s (NCFG’s) evidence document.

**13. NTC WBC Bid for Promoting Active Travel**

**13.1 Proposed:** Councillor Tony Vickers

**Seconded:** Councillor Jeff Beck

**Resolved:** To resolve that Corridor 6 – North Newbury to Newbury

Town Centre, be selected as a priority route from West Berkshire Council’s Local Cycling & Walking Infrastructure Plan (LCWIP) for the installation of additional wayfinding signage for the promotion of active travel to the town centre.

**13.2 Proposed:** Councillor Martin Colston

**Seconded:** Councillor Vaughan Miller

**Resolved:** To approve the use of earmarked expenditure of up to £10,000 for this project. The Parish of Shaw-cum-Donnington was encouraged to contribute to a similar active travel wayfinding signage project in their Parish.

**13. Management Companies**

**Proposed:** Councillor Roger Hunneman

**Seconded:** Councillor Jeff Beck

**Resolved:** That the following is considered to be the Councils position in regard to management companies owning public open spaces:

**“**Having public open spaces run by private companies is not only inequitable but it also lacks democratic accountability. Having management companies maintain and own public lands would require the residents of the relevant developments to pay for the maintenance of a public space over which they have no ownership or control, and which should normally be covered by council tax, or if taken in charge by a parish council, by precept.

Public open space is defined as all open space of public value, which can take many forms, from formal sports pitches to open areas within a development, linear corridors, and country parks (definition taken from the Government guidance on ‘[Open space, sports and recreation facilities, public rights of way and local green space’](https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space)).

Equity is one of the principles of a fair taxation system – that the people who can benefit from a facility/service should be the people who pay for the same. Management companies place the financial burden of maintaining public open spaces on the residents of a particular development, while at the same time these residents have no rights or control over that land. Management companies are therefore inequitable and in the longer term, probably unsustainable. Public open spaces should be funded by, and accountable to, the public.

For this reason, Newbury Town Council (NTC) strongly objects to management companies taking over public lands. Whenever this is proposed, NTC will seek to ensure that it is the Local Planning Authority (LPA) that is the body who owns and maintains those lands. This will ensure that the financial burden of ownership and maintenance of these lands is equitably distributed, and that the public has a say in how those lands are operated. Once the LPA owns the land, devolution plans can be discussed with the relevant local parish(es).”

**13. A Neighbourhood Development Plan for Newbury**

It was agreed that the Committee would follow the funding and resource requirements, as well as the desired purpose of NTC’s Neighbourhood Development Plan, that were outlined in the report.

**Proposed:** Councillor Jeff Beck

**Seconded:** Councillor Phil Barnett

**Resolved:** That Newbury Town Council undertake a Neighbourhood Development Plan.

**14. Update from the Sandleford Joint Working Group**

An update from the Joint Working Group was received and noted by members.

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

An update from the Western Area Planning Committee was received and noted by members.

**16. Town Centre Working Group Update**

An update from the Town Centre Working Group was received and noted by members.

**17. Consultation: Newbury Town Centre Masterplan**

Comments:

There is much to like about the Masterplan vision document, with good suggestions, such as improving the Wharf and better using the lanes off Northbrook Street.

The main response form the Councillors was over the lack of pedestrianisation.

Pedestrianisation of the Market Place was not mentioned in the document despite NTC’s strong lobbying. This is absolutely something we would like to see included. We would also like to see greater extended periods of pedestrianisation on Northbrook Street as well – a trial of pedestrianisation up to midnight was proposed.

We would also like to see an ‘at grade’ pedestrian crossing of the A339.

The document also did not comment on the Eagle Quarter (Kennet Centre Redevelopment). It is this Councils opinion that the height of the redevelopment is inappropriate – expressed in our comments on the planning applications – and this should be reflected in the document. We believe that maintaining the unique character and heritage of Newbury should be detailed as a priority.

The vision document is not ambitious enough on these key areas of the Town Centre.

**18. Proposed:** Councillor Phil Barnet

**Seconded:** Councillor Tony Vickers

**Resolved:** That the business of the meeting can be concluded by 10:30 and therefore that the meeting be extended to 10:30.

**19. Newbury Community Football Ground**

An update on the Newbury Community Football Ground was received and noted by members.

**Proposed:** Councillor Martin Colston

**Seconded:** Councillor Jo Day

**Resolved:** That Councillor Vaughan Miller be the representative of NTC on the site visit for application [20/02402/REG3](http://planning.westberks.gov.uk/rpp/index.asp?caseref=20/02402/REG3), on the 15th of July.

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

No further items were added to the Forward Work Programme.

**There being no other business, the chairperson declared the meeting closed at 22:20 hrs.**

**Chairperson**

**Appendix 1**

**Planning and Highways Committee Meeting**

**Schedule of Planning Applications 12/07/2021**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Running Order** | **Resolutions** | **Ward** | **Application**  **Number** | **Location and Applicant** | **Proposal** |
| 1. | We object to this application for the following reasons:  Charging points for 50% of houses was felt to be insufficient. We would like charging points for 100% of the houses.  This development does not comply with WBC policy, Core Strategy CS15 on renewable energy. Heating is fuelled by fossil fuels. Carbon zero should be the target. The orientation of many of the houses is also not conducive to solar panel usage.  Affordable housing is concentrated in one area of the development. We would like them to be more evenly dispersed. | Adjacent Parish and Clay Hill | [21/01452/FULEXT](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01452/FULEXT) | Land South of Waller Drive, Newbury, for CALA Management Ltd. | Full planning application for the redevelopment of the site for 70 dwellings (Use Class C3), public open space, play space, drainage, parking and associated access, infrastructure, landscape, ancillary and site preparation works, including demolition of existing structures and removal of existing hardstanding. |
| 2. | No objection. | Clay Hill | [21/01458/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01458/HOUSE) | 46 Turnpike Road, Newbury, RG14 2NF, for Mr & Mrs Bloor | Convert conservatory into a habitable room. |
| 3. | No objection. | East Fields | [21/01479/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01479/HOUSE) | 1 Wallis Gardens, Newbury, RG14 7SF, for Mr & Mrs Powell | Single Storey Front & Side Extension. |
| 4. | Comment:  We would a light impact assessment to be conducted to address a neighbour’s concerns. | East Fields | [21/01514/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01514/HOUSE) | 9 Abbots Road, Newbury, RG14 7QW, for Mr & Mrs Brabon | Proposed rear two storey extension. |
| 5. | Not enough information to comment. The concerns of neighbours should be taken into account. | Speenhamland | [21/01512/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01512/COMIND) | Aldi Foodstore Ltd, London Road, Newbury, RG14 1LA, for Aldi Stores Ltd | Section 73: Variation of Condition 1 (Trading Times) and Condition 2 (scheme of works to minimise noise breakout whilst deliveries are being made) of previously approved application [18/02969/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=18/02969/COMIND): Section 73A: Variation of Condition 1: Trading times of planning permission [15/00147/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=15/00147/COMIND). |
| 6. | We object to this application for the following reasons:  The overbearing of the development on the neighbouring property and the box dormer window. | Wash Common | [21/01473/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01473/HOUSE) | 5 Sidestrand Road, Newbury, RG14 6HP, for Mr A. Vincze | Proposed side and rear extensions following demolition of existing conservatory and garage, addition of roof dormer and rooflights for additional bedrooms and enlarged kitchen dining with utility/dog room and associated parking. |
| 7. | No objection. | Wash Common | [21/01496/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01496/HOUSE) | 9 Normay Rise, Newbury, RG14 6RY, for Mr & Mrs Twynham | Single Storey rear extension. Garage extension and first floor extension over garage. |
| 8. | No objection. | Wash Common | [21/01461/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01461/HOUSE) | 30 Gorselands, Newbury, RG14 6PX, for S Court | Single storey flat roof side extension. To include single garage conversion, new roof, relocation of main entry door with porch. Change to existing rear  extension: square-off, replace old roof. |
| 9. | No objection. | Wash Common | [21/01585/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01585/HOUSE) | 9 Oaken Grove, Newbury, RG14 6DX, for Mr A Sears | Single storey rear extension. |
| 10. | No objection. | Wash Common | [21/01587/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01587/HOUSE) | 29 Monkswood Close, Newbury, RG14 6NR, for Mrs Y. Olaleye | Forward single garage extension with connected porch. Internal remodelling, Render property and replace various windows and doors. |
| 11. | No objection. | Wash Common | [21/01571/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01571/HOUSE) | 5 Heyward Gardens, Newbury, RG14 6AQ, for Mr & Mrs McCurtin | Extension of existing kitchen dining area and conversion of existing garage to bicycle/bbq store and utility room. |
| 12. | No objection. | West Fields | [21/01395/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01395/HOUSE) | 33 Rectory Close, Newbury, RG14 6DD, for Mr Bright & Miss Blatherwick | Erection of first floor side extension, rear catslide dormer conversion and insertion of 2no. roof lights to front elevation. |
| 13. | No objection. | West Fields | [21/01511/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01511/FUL) | Newbury Railway Station, Station Approach, Newbury, RG14 5DG, for Great Western Railway | The key objective of this project is to provide three business growth units at Newbury Railway Station. This is to be located within the southern car park,  adjacent to platform 1, in the area formerly housing a Network Rail compound and associated parking and storage. The building will comprise of three units,  with a pitched roof, zinc cladding to the roof and a combination of brick and zinc cladding to the walls. |
| 14. | No objection. | West Fields | [21/01595/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01595/ADV) | 20 Parkway Shopping Centre, Road Known As Middle Street, Newbury, RG14 1AY, for Next Plc. | Installation of 4no. fascia adverts. |

**Appendix 2**

**Schedule of Applications for Prior Approval**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Running Order** | **Resolution** | **Ward** | **Application**  **Number** | **Location and Applicant** | **Proposal** |
| 1. | No objection. | Clay Hill | [21/01657/PASSHE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01657/PASSHE) | 35 Newport Road, Newbury, RG14 2AP, Mr & Mrs Rose | An application to determine if prior approval is required for a proposed: Rear extension Dimensions 4.50m from rear wall, 3.80m maximum height, 5.50m eaves height. |
| 2. | No objection. | Clay Hill | [21/01459/PAD56](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01459/PAD56) | Emerald House, Newbury Business Park, London Road, Newbury, RG14 2PZ, for Mountley Ltd | Prior Notification requirement under Class AA of Part 20 of the GPDO for a single storey roof extension to form 13 apartments. |
| 3. | No objection. | Wash Common | [21/01620/PASSHE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01620/PASSHE) | 5 Oaken Grove, Newbury, RG14 6DX, for Mr S Hodges | Demolish and replace existing conservatory 3600mm from rear of the property x 3.06 m max height x 2.10m at eaves. |

**APPENDIX 3**

**Planning and Highways Committee Meeting**

**Monday 12th July 2021**

**Schedule of Licensing Applications**

|  |  |  |  |
| --- | --- | --- | --- |
| **Resolutions** | **Licence** | **Applicant(S)** | **Premises** |
| No objection. | Licensing Act 2003 (Premises Licences & Club Premises Certificates) Regulations 2005  Premises Licence – New | Applicant:  Blues (Newbury) Ltd  Location:  Blues (Newbury) Ltd, 34 Market Place, Newbury, RG14 5AG | **Proposal**:  To allowed continued drinking with food until midnight Mon-Sat |

**Appendix 4**

**Canal Corridor Working Group**

**Terms of Reference**

**Name: NEWBURY TOWN COUNCIL CANAL CORRIDOR WORKING GROUP (CCWG)**

**Members: Minimum 3 members to be appointed by NTC**

**Other partners to be invited by NTC**

Membership will include key stakeholders around the Canal Corridor, from official bodies, local business, or individuals. Members can be added/removed as agreed at any meeting.

**Chairman:**

To be chaired by one of the elected members of Newbury Town Council.

**Quorum:**

4 of the official group membership, including at least 1 Councillor.

**Goals:**

To create an action plan, add necessary items, and assign ownership of those items with the goal of protecting, developing, and promoting the Newbury Canal Corridor.

**Deliverables:**

Outputs as defined in goals.

**Scope/Jurisdiction:**

The scope of the Canal Corridor Working Group will be to focus on the Canal Corridor between Guyers Lock and Ham Lock.

**Guidance from the Council:**

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

**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.

The Canal Corridor has separate budget lines defined within the Annual Budget. Any additional funding authorisation is sought from parent Committee.

**Governance:**

The Working Group will discuss proposals to be added to the action plan, proposed by members, and decided through majority vote, with the chair’s casting vote if necessary.

**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 3 times a year or as required.

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

12 July 2021