

7 February 2017

To: The Leader and Deputy Leader of the Council; Councillors Jeff Beck; Jeanette Clifford; Jo Day; Adrian Edwards; Miles Evans; John Gardner; Elizabeth O’Keeffe; Margo Payne; Kuldip Singh Kang; Andrew Steel.

Substitutes: Lynne Doherty; David Fish; Sarah Greenall; Tony Stretton; Julian Swift-Hook; Martha Vickers.

Also: All Members of the Town Council for information.

Dear Councillor

You are required to attend a meeting of the **Planning & Highways Committee** to be held in the Council Chamber, Town Hall, Market Place, and Newbury on **Monday 13 February 2017 at 7.30pm**. The meeting is open to the press and public.

Yours sincerely,

Hugh Peacocke
Chief Executive Officer

THE PLANS WILL BE AVAILABLE FOR COUNCIL MEMBERS TO VIEW FROM 6.30 PM
(MEMBERS OF THE PUBLIC CAN VIEW THE PLANS FROM 7.00 PM)

- 1. Apologies**
Chief Executive Officer
- 2. Declarations of Interest and Dispensations**
Chairperson
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)**
Chairperson
To approve the minutes of a meeting of the Planning & Highways Committee held on Monday 23 January 2017 (already circulated). (Appendix 1)
- 4. Questions and Petitions from Members of the Public**
Chairperson
- 5. Members’ Questions and Petitions**
Chairperson

Town Hall, Market Place, Newbury, RG14 5AA

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- 6. Schedule of Planning Applications (Appendix 2)**
Chairperson
To comment on the planning applications listed at the attached schedule for which there are members of the public present.
- 7. Schedule of Prior Approval Applications (Appendix 3)**
Chairperson
To comment, if relevant, on prior approval applications listed at the attached schedule.
- 8. Schedule of Planning Decisions (Appendix 4)**
Chairperson
To receive and comment as necessary on the planning decisions and recommendations of the planning authority listed at the attached schedule.
- 9. Schedule of Licensing Applications (Appendix 5)**
Chairperson
To comment on the licensing applications listed at the attached schedule.
- 10. Update from The Western Area Planning Committee**
Chairperson
To receive an update on any relevant business from the Western Area Planning Committee.
- 11. Town Design Statement**
Chairperson
To update the Committee on the public consultation.
- 12. Newbury Town Plan**
Chairperson
To update the Committee on the progress of the Newbury Town Plan.
- 13. Criteria for Newbury Blue Plaques**
Chairperson
That at least 10 years must have passed since an event has happened or a person's death before the Council will erect a blue plaque in commemoration.
- 14. Affixing of the Town Council Seal**
Chairperson
To resolve to authorise the sealing of a 99 year Lease of the public toilets at The Wharf between West Berkshire District Council and Newbury Town Council, in accordance with the terms approved by the Community Services Committee on 26 September 2016.
- 15. Sandford Park Working Group – Update**
Chairperson
To receive an update on any relevant information.

**MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE
COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY ON
MONDAY 23 JANUARY 2017 AT 7.30PM.**

PRESENT

Councillors Jeff Beck; Jeanette Clifford; Jo Day; Adrian Edwards; Miles Evans (arrived 7.35pm); John Gardner; Dave Goff; Elizabeth O'Keeffe; Anthony Pick (Chairperson); Margo Payne; Kuldip Singh Kang.

In Attendance

Hugh Peacocke, Chief Executive Officer
Margaret Gore, Corporate Services Officer

128. APOLOGIES

Councillor Andrew Steel.
Councillor Miles Evans gave advance warning that he may arrive late.

129. DECLARATIONS OF INTEREST

The Chief Executive Officer declared that Councillors Jeff Beck, Jeanette Clifford, Adrian Edwards, David Goff and Anthony Pick 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 also made the following statement on behalf of Councillors Jeff Beck, Adrian Edwards and Anthony Pick who are Members of West Berkshire Council Planning Committees and Jeanette Clifford who is a Substitute Member of West Berkshire Council Planning Committee: "I wish to make it clear that any comments we 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 we may vote when any application is considered by West Berkshire District Council. At that time, we will weigh up all the evidence."

130. MINUTES

PROPOSED: Councillor Margo Payne
SECONDED: Councillor John Gardner

RESOLVED: That the minutes of the meeting of the Planning & Highways Committee held on Wednesday 4 January 2017, be approved as a correct record with the following amendment and signed by the Chairperson.

- Minute 122 – typo, the word "pproved" should read "approved".

131. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were none.

132. MEMBERS' QUESTIONS AND PETITIONS

There were none.

133. SCHEDULE OF PLANNING APPLICATIONS

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

134. SCHEDULE OF PLANNING DECISIONS

The information was received and noted by the Committee.

135. MEMBERSHIP OF THE PLANNING & HIGHWAYS COMMITTEE

It was suggested that the P&H Committee be extended to 14 members to enable all wards to have at least 1 Member present at each meeting. After a short discussion the following was agreed:

- Councillors Margo Payne and Kuldip Singh Kang would continue to represent Councillor David Fish of Brummell Grove Ward as he is the only Member for this Ward and is already working on various Committees and Working Groups.
- Councillor John Gardner would continue to represent Councillors Julian Swift-Hook and Arthur Johnson of Pyle Hill Ward.

136. UPDATE FROM THE WESTERN AREA PLANNING COMMITTEE

It was noted by the Committee that the application at Haysom's Drive, Newbury had been approved.

It was noted that the next WAP meeting scheduled for Wednesday 1 February 2017 had been cancelled due to lack of business to be discussed.

137. TOWN DESIGN STATEMENT

The CEO informed Members that the consultation was now out for Public Consultation, this can be found on our website. A draft copy has been forwarded to the relevant businesses and organisations for their comment. Comments are to be returned by Sunday 19 February 2017.

Members were advised that an Open Day in the Council Chamber, had been arranged for the 6 February 2017 from 10.00am to 9.00pm. Volunteers were requested to man the event during the following time slots:

10.00am to 12.30pm – Cllr Margo Payne volunteered
 12.30pm to 2.30pm –
 2.30pm to 5.00pm – Councillor Adrian Edwards volunteered
 5.00pm to 7.00pm – Councillor John Gardner volunteered
 7.00pm to 9.00pm –

- Councillors Jo Day and Elizabeth O'Keeffe will confirm time slots nearer the time.
- The CEO volunteered to man the Civic Entrance for some of the time.

The Working Group would convene by 17 March to consider the responses and make recommendations to the Planning & Highways Committee in April.

138. NEWBURY TOWN PLAN

The Steering Group met on 12 January and Councillors Paul Bryant and Elizabeth O’Keeffe were co-opted onto the Steering Group. It was agreed to invite Mr. Raymond Allison to join Working Group 2 (Planning), Cllr. Paul Bryant agreed to join WG3 (Transport) and it was agreed to invite Mr. Alistair Duff to join WG3.

The Chair of WG4- Business, Commercial and Retail: has written to some of Newbury’s leading businesses inviting their opinions and ideas. Cllr. Martha Vickers has been invited her to Chair WG7 (Health) and Mr. Bruce Blaine invited to chair WG8 (Environment). Councillor Elizabeth O’Keeffe agreed to chair WG10: Places of Worship and it was agreed to invite Councillor Kuldip Singh Kang to join this WG. Mr. Andy Moore was also approved to join the WG.

The Steering Group was still seeking member volunteers to participate in this project. The next meeting of the Steering Group would be held on 15 February 2017.

139. SANDLEFORD PARK WORKING GROUP – UPDATE

There was nothing to discuss at this moment in time.

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 8.23PM.

CHAIRPERSON

**PLANNING AND HIGHWAYS COMMITTEE MEETING
23 JANUARY 2017
SCHEDULE OF PLANNING APPLICATIONS – RESOLUTIONS**

RUNNING ORDER	RESOLUTION	APPLICATION NUMBER	LOCATION AND APPLICANT	PROPOSAL
1	<p>No objection/comment::</p> <p>1. Clarity is needed on who will maintain the sloped open space to the east of the site, containing mature trees, and how that maintenance will be paid for.</p> <p>2. We are concerned that 7A Edgecombe Lane will be overlooked, as occurred with the previous application. Effective landscaping measures should be taken to protect it.</p> <p>3. Whilst accepting that the development is too small to incur a requirement for affordable housing, we suggest that a monetary contribution to affordable housing elsewhere should be made, to a value of £150,000 to £200,000.</p> <p>4. We support the moving of the access road towards the site by 1 m, to conserve the amenity of 25, 26, and 27 Orchard Close</p>	16/03334/FULD	Land at 40 Cromwell Road and rear of Edgecombe Lane, Newbury for NSJ Developments	Proposed development of existing brownfield land to provide 7 no. residential units, with associated access and landscaping
2	No objection	16/03512/HOUSE	15 Cromwell Road, Newbury for Mr Hyland	2 storey rear extension to create new sun room, kitchen and additional bathroom to first floor
3	No objection	16/03453/HOUSE	103 Turnpike Road, Newbury for Mr & Mrs Ed Sturgess	Removal of existing single storey extension, formation of new two storey side extension and single storey rear extension with associated internal alterations
4	No objection	16/03557/HOUSE	49 Conifer Crest, Newbury for Mr & Mrs P Leonard	Proposed single storey front extension and alterations
5	No objection/comment: provided that the conditions required by the Highways Officer are observed	16/03639/HOUSE	11 Castle Grove, Newbury for Mr & Mrs Rosser	Proposed two storey side extension, single storey rear extension, front porch, detached garage and new drive
6	No objection/comment: This application is an improvement on the previous application for the site, to which we had objected	16/03583/HOUSE	28 Westgate Road, Newbury for Jason Clarke & Jane Coley	Demolition of existing conservatory, formation of new single storey rear extension and loft conversion

7	No objection	16/03520/HOUSE	2 Abbots Road, Newbury for Natalie Warren	Two storey rear extension and replacement garage roof
8	No objection	16/03553/HOUSE	10 Gwyn Close, Newbury for Emma Aldridge	Proposed first floor extension and alterations. Part conversion of garage. New slate imitation roof tiles to entire roof
9	Objection/comment: This fine Victorian building and the identical building opposite, together the earlier buildings on the corner with Newtown Road, are an integral feature of the character of the area. This application would damage that character and be out of keeping, contrary to the Newbury Town Design Statement, pp. 48-49. The architectural detailing of the first floor windows would not be replicated. The balance with the building opposite, presently identical at first floor level and essentially so at the ground floor, would be disturbed. Secondly, the proposed flats would lie within the roof of the reconstructed building and would in our opinion provide cramped and inadequate accommodation	16/03469/FULD Amended Plans	3-5 Porchester Road, Newbury for Jayborth Properties Limited	Erection of a third floor to Nos. 3-5 Porchester Road to provide 4 x 1 bed flats, including alterations to parking and landscaping arrangements
10	No comment: We are unable to comment on this application, as we do not possess the information on the basis of which the request for a certificate of lawful development is being made	16/03456/CERTE	4 Hambridge Road, Newbury for Stephen Evans	Ground floor flat of No. 4 Hambridge Road, Newbury as a single 2-bedroom residential flat
11	Objection/comment: We support the continued insistence by the Conservation Officer that traditional materials should be used for the windows of this building in the Conservation Area, in accordance with the previous appeal decision	16/03437/FUL	The Flat, The Nags Head, 91 Bartholomew Street, Newbury for Nicholas Roffe	Replace the existing unapproved fenestration with fenestration to match those approved by the Conservation Officer, but using different materials

PLANNING AND HIGHWAYS COMMITTEE MEETING

13 FEBRUARY 2017

SCHEDULE OF PLANNING APPLICATIONS

Members are requested to consider the following Planning Applications, details of which will be tabled at the meeting and which are available for reference At the Town Hall prior to the meeting.

RUNNING ORDER	WARD	APPLICATION NUMBER	LOCATION AND APPLICANT	PROPOSAL
1	FALKLAND	16/03620/HOUSE	72 Andover Road, Newbury for Julia Holland	Addition of sun room and utility room
2	FALKLAND	16/03560/HOUSE	Clearview, Garden Close Lane, Newbury for Mr & Mrs Lewis	Single storey rear extension with internal modifications
3	FALKLAND	16/03619/HOUSE	4 Battery End, Newbury for Toby Cotterill	Two storey extension, single storey rear extension and loft conversion
4	FALKLAND	17/00080/HOUSE	Casa Mia, Stuart Road, Newbury for Mr & Mrs Martin	Proposed rear Orangery
5	NORTHCROFT	17/00045/CERTE	82A,B,C & D West Street, Newbury for Parker Holdings	Certificate of existing use of 4 flats – We have owned this building for more than 10 years. It has, during this time, always been flats. We would now like a lawful development certificate for the reason
6	NORTHCROFT	17/00195/HOUSE	1 Donnington Square, Newbury for Mr & Mrs Woodrow	Demolition of conservatory and replace with garden room
7	PYLE HILL	16/03582/ADV	McDonalds Ltd, Newbury Retail park, Pinchington Lane, Newbury for McDonalds Restaurants Ltd	Instillation of 1 no. fascia sign and 1no. "Good Times" sign
8	PYLE HILL	16/03626/FUL	Unit 7, Newbury Retail Park, Pinchington Lane, Newbury for F and C Commercial Property Holdings Limited	Construction of new mezzanine floor. Construction of a ground floor extension. Construction of additional car parking
9	PYLE HILL	17/00039/FUL	Unit 7, Newbury Retail Park, Pinchington Lane, Newbury for F and C Commercial Property Holdings Limited	Proposed works to front elevation
10	PYLE HILL	17/00125/HOUSE	23 Courtlands Road, Newbury for Mr S Peters	Single storey rear extension
11	ST JOHNS	16/03614/HOUSE	Shepherds, Tydehams, Newbury for Dr Gordon & Mrs Ringland	Proposed first floor annex extension to existing garage and replacement landscaping scheme
12	ST JOHNS	17/00153/FULD	33 Porchester Road & Land To The Rear, Newbury for Mr & Mrs Hutchison	Section 73A; Variation of condition 2 'Plans Approved' and removal of condition 15 'garage use' of previously approved application 14/03075/FULD : Proposed chalet Bungalow, resurface access drive and reallocate parking bays, cycle storage and bin storage for existing flats in Windy Hough

13	ST JOHNS	17/00178/HOUSE	9 Highfield Road, Newbury for Mr & Mrs Tohux	Two storey side and single rear extensions with internal alterations
14	VICTORIA	16/03422/FULMAJ	Land at Greenham House, Greenham Road, Newbury for Forbury Gardens Day Nursery (Serrate Limited)	Erection of building containing 10 flats with associated car parking and cycle storage
15	VICTORIA	16/03523/LBC2	90 Northbrook Street, Newbury for Santander	Replacement of existing ATM with new model for improving performance and security enhancements
16	VICTORIA	16/03221/FULEXT	25 Bartholomew Street, Newbury for Emarek Ltd	Conversion, extensions (to rear and third floor) and alteration to existing buildings to create 16 no: residential units (C3) and retail restaurant space (A1/A3) with associated parking, turning, landing amenity space and storage for bicycles and refuse
17	VICTORIA	16/03438/HOUSE	1 Doveton Way, Newbury for Mr & Mrs Simon Longton	To demolish existing rear conservatory and side extension and side timber lean to/carport and build a two storey to the side extension creating a new garage/family room-study, bedroom en-suite and family bathroom. To the rear, build a single storey extension, replacing the conservatory with workable living space for a large living/dining and family rooms. In addition construct and entrance porch to the front of the property with an extended canopy over
18	VICTORIA	16/03448/FULD	55 – 56 Cheap Street, (units 55A-56A, 55/56B), Newbury for Mrs Erica Mclenaghan	Convert first floor unit 55/56B to a 2 bedroom flat, top floor 55A to a 1 bed flat and 56A to a bedsit.
19	VICTORIA	16/03574/ADV	85 Bartholomew Street, Newbury for Caprinos Pizza	Fascia and Hanging Sign
20	VICTORIA	17/00060/FUL	12, 12A, 15 & 16 Swan Court, Newbury for Rosemary Black, Mr Edwards, Mrs Lusby Taylor & Mr Elliot	A short ramp to provide electric scooter access for the use of the elderly / disabled residents
21	VICTORIA	17/00162/FULD	39 Oxford Street, Newbury for Trustees Of Festival House Business Centre Pension Fund	Change of use of existing building B1 office use to C3 residential use (single residential dwelling)
22	VICTORIA	17/00155/REM	3 Clarendon Gardens, Newbury for Mr & Mrs P Rosier	Approval of reserved matters following outline permission 16/02584/OUTD . Matters seeking consent: appearance, Landscaping and scale
23	VICTORIA	17/00144/FUL	100 Bartholomew Street, Newbury for Michael Beatty	Convert upper floors of 100 Bartholomew Street from shop storage to residential accommodation. Redevelop rear roof to provide living area on 2 nd floor at rear
24	VICTORIA	17/00171/HOUSE	23 Newport Road, Newbury for Martin Hawkins	Two storey side extension, with family room ad playroom at ground floor level, and new master bedroom and en-suite at first floor level

APPLICATION FOR PRIOR APPROVAL

These are applications for Prior Approval under the 2013 amendments to Permitted Development. Because West Berkshire Council are required to inform nearby residents and display a public notice, West Berkshire Council is notifying the Parish / Town Council of the proposals in case interested parties should contact us. However, **we are not required to comment** and the decision can only be taken based on the criteria set out in The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013 [SI 2013No1101]. **Please be aware NTC are not allocated plans for us to consider,** but on-line details are available via the Application Number link.

RUNNING ORDER	WARD	APPLICATION NUMBER	LOCATION AND APPLICANT	PROPOSAL
1	FALKLAND	17/00131/PASSHE	1 Chiltern Close, Newbury for Vaughan Rees	Single storey rear extension to existing rear recess 4.1m from rear wall x 3.0m max height x 3.0m at eaves.

**PLANNING AND HIGHWAYS COMMITTEE MEETING
13 FEBRUARY 2017**

**SCHEDULE OF PLANNING DECISIONS & RECOMMENDATIONS MADE BY WEST BERKSHIRE
COUNCIL (WBC)**

APPLICATION NO.	LOCATION AND APPLICATION	PROPOSAL	NTC OBSERVATIONS
16/03039/HOUSE	41 Greenham Road, Newbury for David Batty	Proposed car port on existing concrete base.	No objections/comments. Provided that the concerns raised by the residents of 1 Eeklo Place on the height of the carport, and those raised by the residents of 41a Greenham Road on potential flooding, are addressed appropriately.
WBC final decision – Refused			
16/03453/HOUSE	103 Turnpike Road, Newbury for Mr & Mrs Ed Sturgess	Removal of existing single storey extension, formation of new two storey side extension and single storey rear extension with associated internal alterations	No objection
Notification received from WBC – Withdrawn			

**PLANNING AND HIGHWAYS COMMITTEE MEETING
13 FEBRUARY 2017**

SCHEDULE OF LICENSING APPLICATIONS

LICENCE	APPLICANT(S)	PREMISES
Licensing Act 2003 (Premises Licences) Regulations 2005 Premises Licence – New Ref: 17/00142/LQN	Applicant: : Newbury Conservative Club Location: 5 Cheap Street, Newbury, Berkshire, RG14 5DD	Proposal: - Supply of Alcohol - Plays & Films: Monday to Sunday from 10:00 to 1:00 - Indoor Sporting Events: Monday to Sunday from 10:00 to 00:00 (Sun 20:00) - Live Music: Monday to Sunday from 10:00 to 01:30 (Sun 0:00) - Performance of Dance: Monday to Sunday from 10:00 to 01:30 - Recorded Music: Monday, Tuesday, Wednesday, Friday from 10:00 to 01:30, Thursday from 09:00-01.30, Saturday & Sunday from 08:00 to 01.30 (Sun 0:00) - Late Night Refreshment: Monday to Sunday from 23:00 to 01:30