

Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 17 September 2024 at 7:45 pm

Present: *Councillors: B. Soane (Chairman); K. Baker; D. Bragg; L. Guttridge; C. Jewell; P. Singh; J. Taylor*

Officers present: *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk; B. Fennelly, Town Centre Manager*

Also present: *Cllr R. Horskins; Cllr V. Lewis (virtual attendance)
Cllr G. Bello; Cllr M. Nagra
Councillor A. Freeny (Wokingham Borough Council)
8 members of the public*

62. **APOLOGIES**

Apologies for absence were received from Councillors Horskins, Lewis and Sartorel. Councillors Horskins and Lewis attended the meeting virtually.

63. **DECLARATIONS OF INTEREST**

There were no declarations of interest from Members.

64. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 27 AUGUST 2024**

RESOLVED:

- ♦ That the minutes of the Planning and Community Committee meeting held on 27 August 2024 be approved and be signed by the Chairman as a true and accurate record.

65. In light of the fact that a number of residents were attending the meeting to raise concerns about building works on Headley Road East, a matter referenced in the anti-social behaviour report provided by Wokingham Borough Council due to be covered under item 11 on the agenda, Councillor Taylor proposed, seconded by Councillor Baker, and following a vote it was:

RESOLVED:

- ♦ To bring item 11 – Anti-Social Behaviour Report - forward in the agenda for discussion as the next item, under Standing Order 13.3.a.

Voting: For: 7 Against: 0 Abstain: 0 No Vote: 0

66. **ANTI-SOCIAL BEHAVIOUR REPORT**

It was highlighted to members of the public in attendance that the Town Council had no responsibility in relation to managing the building works on Headley Road East, and little influence on Wokingham Borough Council who were responsible.

Members of the public in attendance spoke to raise concerns about the works, stating they had experienced unacceptable levels of noise, dust and vibrations. A number also advised that cracks had appeared in their properties due to the level of vibrations, and there were concerns about structural damage.

It was noted concerns had been raised with Wokingham Borough Council's Anti-Social Behaviour team but, following checks, they had advised there were no issues with the works, with dust, noise and vibrations within acceptable levels.

Members acknowledged and supported the concerns of residents. It was noted this was not a planning issue as planning applications had already been approved by Wokingham Borough Council, and that complying with the approved plans, including the management of works, was likely to be an enforcement matter.

It was highlighted to the public that the best people to try to help them address their concerns with Wokingham Borough Council were the relevant Borough Ward Councillors, all three of which were in attendance. A suggestion was also made that the Town Council should write to Wokingham Borough Council to highlight and support the concerns which residents have raised.

RESOLVED:

- ◆ To note the anti-social behaviour report from Wokingham Borough Council, as provided in the agenda.
- ◆ To write to Wokingham Borough Council to highlight and support the concerns of residents.

Councillors Bello and Nagra, Borough Councillor Freeny, and six members of the public left the meeting.

67. **ACTIONS / FOLLOW UPS**

Members noted the information provided in the Actions and Follow ups document, provided in the agenda.

17 October 2024 – Minute 94.3

The Chairman advised that the matter of parking outside Rivermead Primary School would now be picked up as part of the wider issue of parking outside local schools, due to be discussed with the Wokingham MyJourney team by the Cycling and Walking task & finish working group.

23 July 2024 – Minute 41

The Deputy Town Clerk updated Members that footfall data had been included as part of a Town Centre Strategy presentation provided by Wokingham Borough Council to the Strategy & Resources Committee meeting on 10 September. Members noted that the data showed an increase in footfall in the Town Centre following the increase in car park charges in the summer of 2023. It was noted that slides from this presentation would be circulated to all Members once available.

68. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.

69. **PLANNING DECISIONS**

RESOLVED:

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

70. **PRIOR APPROVAL SUBMISSION**

RESOLVED:

- ♦ To note the following prior approval application received by Wokingham Borough Council:

Application: 242194
Location: 59 Crockhamwell Road, Wokingham, Woodley, RG5 3JP
Proposal: Prior approval submission for proposed change of use of the commercial premises on the first floor (Units 2 and 3) to 3 no. dwellings, with associated ground floor entrance.

71. **ADVERTISEMENT CONSENT APPLICATION**

RESOLVED:

- ♦ To note the following advertisement consent application received by Wokingham Borough Council:

Application: 242148
Location: Land outside 145 Crockhamwell Road, Woodley, RG5 3JP
Proposal: Application for advertisement consent for the proposed installation of 1 no. internally illuminated digital display within the communications kiosk.

72. **TREE PRESERVATION ORDERS**

RESOLVED:

- ♦ To note the following applications for works to protected trees received by Wokingham Borough Council:

Application: 241951
Location: TPO 3/1951 AREA 1: 1 Douglas Bader Court, Howth Drive, Woodley, Wokingham, RG5 3AF.
Proposal: H1, Lawson Cypress - Reduce in height to approx. 4m by removing approx. 3.5m. Face trim both sides.
H2, Lawson Cypress - Reduce in height to approx. 4m by removing approx. 3.5m. Face trim both sides. G1, Mixed Species - Face trim to leave relatively rounded finish.

Application: 242036
Location: TPO 3/1951, WOODLAND 3: 126 Nightingale Road, Woodley, Wokingham, RG5 3LZ.
Proposal: T1, Sweet Chestnut – Cut back to provide approx. 2m clearance from the roof of no. 124 Nightingale Road; crown reduction of northeast quadrant by 1-2m; remove major deadwood overhanging no. 124.

Application: 242139
Location: TPO 3/1951, WOODLAND 3: 3 Larch Drive, Woodley, Wokingham, RG5 3LW.
Proposal: T1, Sweet Chestnut – Remove deadwood back to live growth; reduce remaining side branches to 1-2m stumps.
T2, Sweet Chestnut - Reduce elongated limb on southwest side by approx. 2-3m; remove deadwood back to live growth. T3, Sweet Chestnut - Reduce remaining side branches to 1-2m stumps.

Application: 242202
 Location: TPO 141/1977, AREA 1: 20 Radcot Close, Woodley, Wokingham, RG5 3BG.
 Proposal: T1, Oak – Crown reduction to eastern and southern quadrants by 1.5m.

Application: 242205
 Location: TPO 0141/1977 (T14): 22 Radcot Close, Woodley, Wokingham, RG5 3BG.
 Proposal: T1 (Ash) - Reduce all round by 1.5m to the nearest suitable growth point, leaving a flowing canopy line.

Application: 242210
 Location: SECTION 211 NOTIFICATION FOR WORKS IN A CONSERVATION AREA: 17 Church Mews, Woodley, Wokingham, RG5 4RJ.
 Proposal: T1 (Tree of Heaven) - Remove 2no suckers growing over path.
 S1 (Strawberry Tree) - Reduce in height to approximately 2.3m. G1 (3no. dead trees) - Fell.

Application: 242270
 Location: TPO 3/1951, WOODLAND 3: 18 Hazel Drive, Woodley, Wokingham, RG5 3SA.
 Proposal: T1, Silver Birch – Crown reduction by approx. 0.5m of the radial crown spread and up to approx. 1m of the height, leaving radial crown spread to North of 2.4m, East 2.5, South 2.5m, West 2.4m and height of 4m.

73. **PREMISES LICENCE**

RESOLVED:

- ◆ To note the following application for a variation of a premises licence received by Wokingham Borough Council:

Business: ASRA Retail Ltd
 Location: Unit 2, 86-88 Headley Road, Woodley, RG5 4JE
 Details: Changing operating name from NISA Local to Morrisons Daily.

- ◆ To submit no concerns regarding this application.

74. **WOKINGHAM BOROUGH COUNCIL FLOOD RESPONSE PLAN**

Members considered the request for comments from Wokingham Borough Council regarding their draft Flood Response Plan.

The inclusion of the 'informal homeless encampment – Thames Valley Park' under 'Infrastructure at risk from fluvial within the Borough' was highlighted, with a comment made questioning why Wokingham Borough Council wasn't doing more to prevent homelessness so as to remove the need for a homeless encampment in the area.

RESOLVED:

- ◆ To respond to Wokingham Borough with the following comments:
 - 5.0 Roles & Responsibilities – Local Authority (pg45): Add "to work with local Town / Parish Councils"
 - 6.5 Infrastructure at risk from fluvial within the Borough – River Thames – 2. Informal homeless encampment – Thames Valley Park: Why is 'informal' infrastructure included?

- 6.5 Infrastructure at risk from fluvial within the Borough – River Loddon: Include Colemansmoor Lane

75. **TRANSPORTATION & HIGHWAYS**

75.1 **Community Speedwatch**

Councillor Bragg advised Members that Councillor Taylor would be taking over the role of primary co-ordinator for the Community Speedwatch group. Councillor Taylor advised she had collected the speedwatch camera and would undertake some informal testing before going live with activities. Following a query, it was noted that the group needed to be publicised to ensure the public knew how to request roads for speed checks, and Councillor Taylor advised that a website and request form was ready to be published on the website once she was confident in using the equipment.

75.2 **Highways Issues**

Members noted there was no further update on the proposed installation of a new pedestrian crossing on Headley Road.

76. **COMMUNITY ISSUES**

There were no community issues raised by Members.

77. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ♦ To note receipt of the following:
 - Promise Inclusion newsletter – August 2024
 - Me2 newsletter – July 2024
 - Berkshire Association of Local Councils newsletter – September 2024

78. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

79. **PUBLICITY/WEBSITE**

A request was made to include a link on the website for responding to Wokingham Borough Council's Flood Response plan.

[Deputy Town Clerk's note: Wokingham have yet to issue a public consultation on the plan so it is not possible to request views from the public at this time]

80. **ENFORCEMENT ISSUES**

RESOLVED:

- ♦ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 9:03 pm

Woodley Town Council

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 17 September 2024

Application No. & Address	Proposal
242072 3 Loddon Gardens, Woodley, RG5 4TX	Householder application for the proposed rear single storey extension.
Observations: No objections. <i>[APPLICATION REMOVED FROM WOKINGHAM BOROUGH COUNCIL'S PLANNING PORTAL BEFORE COMMENTS COULD BE SUBMITTED]</i>	
242124 32 Wilmington Close, Woodley, RG5 4LR	Householder application for the proposed single storey rear and two storey side extension to create a garage and habitable accommodation, along with changes to fenestrations.
Observations: The Planning & Community Committee have considered this application and, whilst they determined to submit no formal objections, they were concerned about the likely terracing effect that would occur from approving this application, although they noted this was a result of the approval of planning for the neighbouring property.	
242147 Land outside 145 Crockhamwell Road, Woodley, RG5 3JP	Full application for the proposed installation of 1 no. new communications kiosk.
Observations: The Planning & Community Committee have considered this application and wish to submit objections. The Committee's main objection is that the proposed location is unsuitable. Councillors wished to highlight that, whilst this area is pedestrianised, it is still classified as a highway. The precise location proposed is an area regularly used as access by vehicles involved with Woodley's two weekly markets as well as other annual events, such as the Town Council's Halloween and Christmas events. The introduction of this kiosk would cause disruption to the flow of traffic and lead to an increased likelihood of conflict between vehicles and pedestrians, as well as impeding the running of Town Council events, popular with the community. The Committee also noted there was already a telephone kiosk and a defibrillator in the Town Centre, in close proximity to this location. Whilst they would not be opposed to the addition of a communications kiosk they felt there was no significant demand for this, and if it were to happen they recommend it takes place in a different location. In future, prior discussion with the Woodley Town Centre Manager, Brian Fennelly, would assist with such an application to identify a suitable location. Members noted that Borough Councillor Rowland had been requested to list this application, should planning officers be minded to approve it.	

242167 62 Walmer Road, Woodley, RG5 4PN	Householder application for the proposed single storey side extension which includes erecting an open canopy above the new entrance door and changes to fenestration.
Observations: No objections.	
242168 10 Marathon Close, Woodley, RG5 4UN	Householder application for proposed two storey rear extension, single storey front extension alongside changes to existing fenestration.
Observations: No objections.	
242184 61 Wyndham Crescent, Woodley, RG5 3AY	Householder application for the proposed single storey rear extension following demolition of the existing conservatory.
Observations: No objections.	
242201 47 Enstone Road, Woodley, RG5 4QU	Householder application for the proposed erection of a single-story front and side extension. Change of front porch roof from flat to hipped and changes to side fenestration.
Observations: No objections.	
242266 195 Loddon Bridge Road, Woodley, RG5 4BP	Householder application for proposed single storey rear extension along with changes to fenestration.
Observations: No objections.	
242298 65 Woodwaye, Woodley, RG5 3HB	Householder application for the proposed demolition of car port and garage and erection of single storey side and rear extension, with rooflights.
Observations: No objections.	