

Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 10 December 2024 at 7:45 pm

Present: *Councillors: D. Bragg (Vice-Chairman); K. Baker; C. Jewell; J. Sartorel; P. Singh; J. Taylor*

Officers present: *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk*

Also present: *Cllr R. Horskins; (virtual attendance)
1 member of the public*

113. **APOLOGIES**

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

114. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

115. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 12 NOVEMBER 2024**

RESOLVED:

- ♦ That the minutes of the Planning and Community Committee meeting held on 12 November 2024 be approved and be signed by the Chairman as a true and accurate record.

116. **ACTIONS / FOLLOW UPS**

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

30 January 2024 – Minute 165

It was noted the action asked for those Councillors who are appointed Town Council representatives to those outside bodies who apply for annual grants to be invited to attend, or submit comments in advance of the relevant meeting of the Planning & Community Committee. The Deputy Town Clerk advised he would ensure this happens.

It was also highlighted that, where representatives from those outside bodies are also invited to the meeting, the process for decision making is made clear to them and they are aware of the limits to their participation in those discussions.

30 January 2024 – Minute 172

It was suggested the Council may wish to contact the management committee responsible for a new noticeboard situated on the Loddon Park estate, to request access or possibly to take over responsibility for the notice board. It was noted the noticeboard is currently empty, with people sticking notices on the outside of it.

It was requested that an email be sent to all Woodley Town and Borough Councillors to seek nominations for any potential future locations for the siting of Council noticeboards.

17 September 2024 – Minute 95

Following a request by the Committee for Councillor Taylor to draft a paper discussing on where the Town Council can make a positive difference in the planning process, Councillor Taylor advised that she had met with the Deputy Town Clerk to discuss her thoughts.

Councillor Taylor updated Members on her views, and made a number of suggestions, explaining she had linked these to the Committees Powers and Duties.

Councillor Taylor recommended that Councillors should attend the HALC Planning training course. She explained she had been on the course recently and found it very beneficial. It was noted that this course was free to attend. It was agreed Councillor Taylor would send the slides from the course to the Deputy Town Clerk who would then circulate these.

Councillor Taylor also recommended the Council do more to disseminate information on the planning process to residents, specifically with regards to local decision making and the listing process. It was agreed the Council should add links to the website directing people to relevant information sources. She also recommended updates were made to the neighbour notification letter sent to residents by the Council, and the Deputy Town Clerk confirmed these updates had already been made.

Councillor Taylor also recommended that Councillors should consider making comments regarding planning applications with regards to the wider public interest. She referenced the Woodley Design Statement, highlighting that, whilst old, the document still helps to articulate what residents want. She advised she would like to take some time to review this and come back with some suggestions about key elements which could be picked out of the Statement and highlighted to Members. Similarly, Councillor Taylor also stated she would like a better understanding of the significance of the Local Plan, for example, where it refers to Sites of Urban Landscape Value, Local Green Spaces, and Core Employment Areas.

Finally, Councillor Taylor suggested that a previously circulated document from Wokingham Borough Councillor's Planning Enforcement team, which explained their work and advised what local councils can do to help, should be brought to the next meeting of the Committee to be considered.

117. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

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

118. **PLANNING DECISIONS**

RESOLVED:

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

119. **TREE PRESERVATION ORDERS**

RESOLVED:

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

Application:	242855
Location:	TPO 0170/1980 5, 6 and Land to the north of Peel Close, Woodley, Wokingham, RG5 4SR.
Proposal:	T1 Lime (G3 on TPO) - Lift canopy to 6 metres and Crown Thinning by 15-20%; T2 Lime (G3 on TPO) - Lift canopy to 6 metres and Crown Thinning by 15-20%; T3 Lime (T2 on TPO) - Lift canopy to 6 metres and Crown Thinning by 15-20%; T4 Lime (G2 on TPO) - Lift canopy to 6 metres and Crown Thinning by 15-20%; T5 Lime (G3 on TPO) - Lift canopy to 6 metres and Crown Thinning by 15-20% Reason for works: Excessive shading on all three properties
Application:	242933
Location:	TPO 3/1951, WOODLAND 3: Land opposite 128 - 140 Fairwater Drive, Woodley, RG5 3JF.
Proposal:	T1, Rowan (007300) – Fell dead tree to ground level. T2, Weeping Silver Lime (007305) – Crown lift by 2.5m over footway. T3, Common Beech (007322) – Fell to ground level. T4, Common Beech (007323) – Fell to ground level.
Application:	243008
Location:	TPO 1246/2008: 87 Badgers Rise, Woodley, Wokingham, RG5 3AJ.
Proposal:	T1, Sycamore - reduce lateral branches to provide a 2 metres clearance to property and crown lift branches over roof to provide a 2 metres clearance.; TG1, Mixed Species Group - reduce lateral branches to provide a 2 metres clearance to property

120. **COMMUNITY GOVERNANCE REVIEW**

Members considered the terms of reference for Wokingham Borough Council's Community Governance Review, as provided in the agenda.

The Town Clerk clarified that Wokingham Borough Council were seeking the views on the contents of the terms of reference from all town and parish councils, prior to commencing the review in late January. He explained that more detail had been circulated as part of the Borough Parish Liaison Forum meeting.

Further discussions took place with regards to the purpose of the review, and whether the Town Council would wish to consider any changes to the areas arrangements. It was noted further consideration would take place once the review commences.

121. **TRANSPORTATION & HIGHWAYS**

121.1 **Community Speedwatch**

Councillor Taylor advised that no further activities would take place prior to the New Year due to the limited amount of daylight hours during which speedwatch activities can take place.

121.2 **Highways Issues**

Following a query, the Deputy Town Clerk confirmed Wokingham Borough Council had advised that the expected installation of a new crossing point on Headley Road adjacent to the Oakwood Centre would be unlikely to take place until spring.

122. **COMMUNITY ISSUES**

A query was raised as to whether the Town Council does anything specific to support those in need during the Christmas period, especially in light of the cost of living crisis.

Members noted that the Council does not provide any specific support, although this year it is hosting a kindness tree on behalf of the Link Visiting Scheme which provides an opportunity for residents to donate gifts to those in need. It was also commented that a lot of support is provided by local charities, as well as from Wokingham Borough Council who have a statutory duty to provide certain support.

123. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - Berkshire Association of Local Councils newsletter – November 2024
 - Promise Inclusion newsletter – November 2024
 - Me2 Clubn newsletter – November 2024

124. **FUTURE AGENDA ITEMS**

There were no future agenda items suggested by Members.

125. **PUBLICITY/WEBSITE**

It was requested that recent guidance on the purchase and use of e-Scooters, in relation to Christmas presents, as provided in the Wokingham Borough Council Traffic and Travel newsletter, also be published by the Council.

126. **ENFORCEMENT ISSUES**

RESOLVED:

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

The meeting closed at 8.48 pm

Woodley Town Council

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 10 December 2024

Application No. & Address	Proposal
241926 Land at Headley Road East, Woodley, RG5 4SN	Application to remove condition 32 of planning consent 213106 (granted at appeal, ref: APP/X0360/W/22/3306963) for the proposed erection of 5 no. buildings for commercial development to provide flexible light industrial, general industrial, and storage and distribution uses, with ancillary offices, associated car parking, formation of new accesses, and landscape planting, following demolition of existing buildings. Condition 32 refers to the timing of deliveries at units 9 and 10 and the proposed removal of the condition is to lift this restriction. We have received revised/additional plans for the above application. The revised details show: Noise Impact Assessment - Technical Note received in response to comments from the Environmental Health officer.
Observations: The Planning & Community Committee have considered this application and wish to objection to the proposals based on the unacceptable impact it will have on neighbouring properties during the hours of 11pm to 7am. The Committee noted that the Planning Inspector imposed the restriction on vehicle movements between 11pm and 7am and do not believe there is any justification in the application to remove this condition. Properties in neighbouring roads already have to cope with high levels of vehicle movements during the night due to the industrial site, and increased levels is unneighbourly, increases noise pollution, and provides an unacceptable impact.	
242735 1 Comet Way, Woodley, RG5 4NZ	Householder application for the proposed single storey front extension to form porch.
Observations: No objections.	
242835 74 Malone Road, Woodley, RG5 3NJ	Application to vary condition 2 of planning consent 241071 for the "Householder application for the proposed erection of a single storey front extension to create porch, two storey side, single storey rear extension along with changes to fenestration following demolition of the existing detached garage plus removal of the chimney." Condition 2 refers to building detail regarding the roof.
Observations: No objections.	

242906 Tennis Courts, Silver Fox Crescent, Woodley, RG5 3JA	Application to vary conditions 2, 3, 4 and 5 of planning consent 241301 for the proposed erection of 1 no. self-build detached dwelling. Condition 2 refers to the approved details, 3 to external materials, 4 to boundary treatments and 5 to a landscaping scheme, and the variation is for alteration of the elevations and inclusion of a first floor to the dwelling, plus changes to the wording of conditions 3, 4 and 5 to reflect submitted details.
Observations: No objections.	
242952 198 Loddon Bridge Road, Woodley, Wokingham, RG5 4BS	Householder application for the proposed erection of a single storey rear extension with installation of roof light and changes to fenestration.
Observations: No objections.	
242984 1 Mulberry Close, Woodley, Wokingham, RG5 3LR	Householder application for the proposed erection of a single storey side extension following demolition of existing garage and removal of a porch canopy roof, plus changes to fenestration.
Observations: No objections.	
243032 18 Eastwood Road, Woodley, RG5 3PY	Householder application for the proposed single storey front and side extension.
Observations: No objections.	