

**Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 4 March 2025 at 7:45 pm**

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

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

**Also present:** *Cllr R. Horskins (virtual attendance)  
16 members of the public*

162. **APOLOGIES**

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

163. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

164. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 4 FEBRUARY 2025**

**RESOLVED:**

- ♦ That the minutes of the Planning and Community Committee meeting held on 4 February 2025 be approved and be signed by the Chairman as a true and accurate record.

165. **ACTIONS / FOLLOW UPS**

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

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In relation to the diversion route for buses sought from Wokingham Borough Council regarding the future temporary closure of Headley Road for the installation of a pedestrian crossing, Members noted it was the diversion route which had been provided before for all vehicles but did not appear to relate to the bus routes. Members requested Wokingham Borough Council be contacted for specific details for the bus routes.

166. **CURRENT PLANNING APPLICATIONS**

By the end of the item, 14 members of the public had left the meeting.

**RESOLVED:**

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

167. **PLANNING DECISIONS**

**RESOLVED:**

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

168. **PRIOR APPROVAL SUBMISSION**

**RESOLVED:**

- ◆ To note the following prior approval applications received by Wokingham Borough Council:

Application: 250318  
Location: 96 Loddon Bridge Road, Woodley, Wokingham, RG5 4AN  
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.00m, for which the maximum height would be 3.70m and the height of the eaves 2.40m.

Application: 250445  
Location: 5 Keats Close, Woodley, Wokingham, RG5 3QF  
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6.00m, for which the maximum height would be 4.00m and the height of the eaves 2.50m.

169. **TREE PRESERVATION ORDERS**

**RESOLVED:**

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

Application: 250432  
Location: 16 Church Mews, Woodley, Wokingham RG5 4RJ.  
Proposal: T1, Oak – Crown reduction by a maximum of 2.5m in height and spread, back to previous reduction points; crown lift to 3.5m above ground level.

Application: 250298  
Location: TPO 387/1988: 4 Tiverton Close, Woodley, Wokingham, RG5 3BE.  
Proposal: T2, Horse Chestnut – Re-pollard to previous pollard points. T3, Horse Chestnut - Re-pollard to previous pollard points.

170. **PREMISES LICENCE**

Members considered the application for a variation of premises licence received by Wokingham Borough Council in relation to Bosco Lounge, 55a – 55b Crockhamwell Road, Woodley, RG 5 3JP. Members noted that change related to extending the licensable area to include the external trading area, amending conditions listed under Annex 2 of the license, and allowing for the provision of late night refreshment and regulated entertainment, namely recorded & live music, between the hours of 2300 and 0200 on New Year's Eve.

**RESOLVED:**

- ◆ To respond to Wokingham Borough Council to confirm there were no objections to the application.

171. **WOKINGHAM BOROUGH COUNCIL DRAFT COUNCIL PLAN 2025-2030**

Members discussed Wokingham Borough Council's draft Council Plan for 2025-30.

A comment was made that there was little in the plan to disagree with, but that it would've been helpful to have more detail on how success would be managed and decisions made on behalf of residents.

**RESOLVED:**

- ◆ To provide no comments in relation to Wokingham Borough Council's draft Council Plan 2025-30.

172. **WOKINGHAM BOROUGH COUNCIL COMMUNITY GOVERNANCE REVIEW**

Members considered Wokingham Borough Council's request for comments regarding their community governance review.

Members noted that a review of Woodley town ward boundaries took place during the recent Local Government Boundary Commission for England review, with boundaries amended at that time to come into effect from the 2027 town council elections. It was commented that the new town council ward boundaries fall in line with the newly created borough ward boundaries for the area, which Members felt was appropriate. As such, Members felt there was no need for any further review of the town's ward boundaries.

A suggestion was made that, following the recently implemented boundary changes, the names of two town wards might require amending.

Bulmershe East previously fell within the Bulmershe borough ward but was now within the South Lake ward. As such, it was felt that referring to the ward as 'Bulmershe' did not make sense. It was recommended the name be changed to Woodley Central, reflecting its position in relation to other Woodley wards.

Loddon West previously fell within the Loddon borough ward but was now within the South Lake ward. As such, it was again felt referring to the ward as 'Loddon' was no longer appropriate. It was recommended the name be changed to South Lake East to reflect its current location.

**RESOLVED:**

- ◆ To respond to Wokingham Borough Council's community governance review to confirm that the Town Council believes no further boundary changes need to be made with regards to Woodley town wards, but that the names of Bulmershe East and Loddon West town wards should be changed to Woodley Central and South Lake East, respectively, to reflect their relocation to the applicable new borough wards.

During the discussion, Councillor Jewell advised that she was a member of Wokingham Borough Council's Community Governance Review working group.

173. **BERKSHIRE LOCAL NATURE RECOVERY STRATEGY CONSULTATION**

Members noted that information regarding the Berkshire Local Nature Recovery Strategy consultation had been circulated to all Town Councillors, with individual responses encouraged.

Following discussion, it was

**RESOLVED:**

- ◆ To provide a response on behalf of the Town Council, indicating the Council's support for the strategy and the importance of the preservation, protection and enhancement of the Bulmershe Green Corridor; an area from the Reading Road allotment site to the north, down to South Lake in the South, and encompassing Bulmershe open space, playing fields, and Highwood.

174. **WOODLEY TO READING ACTIVE TRAVEL ROUTE**

Members noted the final design proposal for the Woodley to Reading Active Travel Route, along with the details of the Individual Executive Members Decision report, due to be considered by Wokingham Borough Council's Executive Member on 19 March 2025.

A concern, raised at previously meetings, was repeated that the proposed route currently proceeds along Palmerstone Road. It was commented that this road is deemed inappropriate due to its narrowness and the volume of parked vehicles, along with a blind bend at the end of the road. A recommendation was made that the route should, instead, head via Anderson Avenue.

The Town Clerk advised Members that Earley Town Council were due to consider the proposed route at a meeting that evening and that, at the previous Planning & Community Committee meeting, it had been agreed to await their views in order to consider submitting a joint response if their views match the Committees.

**RESOLVED:**

- ◆ To respond to the request for comments from Wokingham Borough Council regarding the proposed Woodley to Reading Active Travel Route to object to the route proceeding along Palmerstone Road and recommend the use of Anderson Avenue instead, either as a joint response between both Woodley and Earley Town Councils, should Earley Town Council share the same view, or solely from Woodley Town Council.

175. **ANTI-SOCIAL BEHAVIOUR REPORT**

**RESOLVED:**

- ◆ To note the report, provided by Wokingham Borough Council's Anti-Social Behaviour (ASB) team, regarding recent statutory ASB incidents in Woodley.

176. **TRANSPORTATION & HIGHWAYS**

176.1 **Community Speedwatch**

Councillor Taylor advised Members that the speedwatch group had recommenced activities. She advised that the group would now be looking to start using the Council's data logger again to help assess the prevalence of speeding and associated times, in order to consider additional locations.

It was noted that, at the last speedwatch session, of the approximately 130 vehicles which passed the location, only two had exceeded the 30mph speed limit, but neither by a sufficient amount to meet the reporting threshold.

176.2 **Highways Issues**

Following discussion at the last Committee meeting regarding the safety of pedestrian crossing at the junction of Reading Road and Howth Drive and the possible need for a pedestrian crossing, Members noted a sign had been attached to a lamppost at the location with a message from Wokingham Borough Council's Executive Member for Transport encouraging residents to ensure they report any safety incidents or accidents as data is required to support any remedial action at the location.

There were no other highways issues raised by Members.

177. **COMMUNITY ISSUES**

Members noted in a recent issue of Wokingham Today that an article had indicated Wokingham Borough Council were moving forward with a project to replace ramps and repair other elements on the Earley Station footbridge. The Deputy Town Clerk advised he would seek further information from Wokingham Borough Council on this.

178. **PUBLICATIONS/INFORMATION**

**RESOLVED:**

- ◆ To note receipt of the following:
  - Promise Inclusion newsletter – January & February 2025
  - Me2 Club newsletter – January 2025

179. **FUTURE AGENDA ITEMS**

There were no future agenda items suggested by Members

180. **PUBLICITY/WEBSITE**

Members requested that the Council issues additional press releases to support information publicised on the Council's website and social media channels.

181. **ENFORCEMENT ISSUES**

**RESOLVED:**

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

181. **EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to personal information, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda item.

Voting: For: 9 Against: 0 Abstentions: 0 No Vote: 0

182. **COMMUNITY HEROES AWARDS**

Members noted the number of nominations received in this, and recent year, was lower than desired.

It was requested that additional consideration be made as to how best to publicise the awards. One suggestion was made that information and / or nomination forms could be provided to appropriate organisations during Mayoral engagements. Similarly, it was suggested that, at the Woodley Carnival, the Town Council stall could promote the awards, and also circulate information and / or nomination forms to appropriate stall holders. Another suggestion was that the awards should be promoted directly to appropriate organisations the Council is aware of, including local schools. It was suggested the Committee should seek to review the level of nominations throughout the year, potential quarterly, to gauge the level of nominations received and react accordingly should responses be insufficient.

Following consideration of each of the nominations it was:

**RESOLVED:**

- ◆ To award a total of four Community Heroes Awards.

The meeting closed at 9.31 pm

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### Woodley Town Council

#### Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 4 March 2025

| Application No.<br>& Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Proposal                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>250111</b><br>46 Fairwater Drive,<br>Woodley, RG5 3JB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Householder application for the proposed erection of a single storey rear extension.                                                                                                                                                |
| <b>Observations:</b><br>No objections.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                     |
| <b>250114</b><br>38 Woodwaye, Woodley,<br>RG5 3HB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Full application for a change of use from dwelling house (C3) to Children's Home (C2).                                                                                                                                              |
| <b>Observations:</b><br><p>The Planning &amp; Community Committee have considered this application and wished to submit objections to the proposal.</p> <p>At the Committee meeting, 12 residents attended opposed to the application. Councillors considered representations and wished to object on the grounds that:</p> <ul style="list-style-type: none"> <li>- The change of use will mean there is a significant increase to traffic to and from the property, at varying hours of the day. Members believed there is insufficient on-site / off street parking available, especially at change of shift time when multiple vehicles may be coming and going, which will result in a cumulative impact on resultant on-street parking which is already busy.</li> <li>- The change of use is out of keeping with neighbouring the properties which are domestic residential properties.</li> <li>- The resultant level of noise pollution, mainly attributed to increase traffic movements at varying hours of the day, will be unneighbourly to the other residential properties in the area.</li> </ul> |                                                                                                                                                                                                                                     |
| <b>250141</b><br>91 Reading Road,<br>Woodley, RG5 3AE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Householder application for the proposed erection of an annexe to rear for use ancillary to the main dwelling.                                                                                                                      |
| <b>Observations:</b><br>No objections.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                     |
| <b>250183</b><br>Emmanuel Church Centre,<br>South Lake Crescent,<br>Woodley, RG5 3QW                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Full application for the proposed change of use of land for the siting of 1 no. prefabricated cabin following removal of the existing 2 no. cabins, plus alterations to parking, access and landscaping and other associated works. |
| <b>Observations:</b><br>No objections.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                     |
| <b>250194</b><br>57 Cartmel Drive,<br>Woodley, RG5 3NG                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Householder application for the proposed single storey rear extension and the erection of 1 no. sky light.                                                                                                                          |
| <b>Observations:</b><br>No objections.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                     |

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|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>250228</b><br>10 Shepherds Hill,<br>Woodley, RG6 1BB       | Householder application for the proposed single storey front and rear extensions, including the erection of 2 no. roof lights and changes to fenestration.                                                                                                                                                                                                                           |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>250292</b><br>58 Malone Road, Woodley,<br>RG5 3NJ          | Householder application for the proposed two storey side extension with infill single storey rear extension. Followed by the conversion of the outbuilding/garage into habitable accommodation. Plus, the installation of roof lights and changes to fenestration.                                                                                                                   |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>250341</b><br>53 Church Road, Woodley,<br>RG5 4QG          | Householder application for the proposed erection of a single storey front extension including a new porch, plus changes to fenestration.                                                                                                                                                                                                                                            |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>250375</b><br>86 Crockhamwell Road,<br>Woodley, RG5 3JZ    | Householder application for the proposed replacement of flat roof with pitched roof over garage and front porch (Retrospective).                                                                                                                                                                                                                                                     |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>250386</b><br>38c Silver Fox Crescent,<br>Woodley, RG5 3JA | Application to vary condition 2 of planning consent 230861 for the proposed erection of 1 no. self-build four bedroom detached dwelling with detached garage and parking. Condition 2 refers to the approved details, and the variation is to enable the relocation of the porch and to connect the side and rear dormers, plus addition of a rooflight and changes to fenestration. |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>250447</b><br>45 Fosters Lane, Woodley,<br>RG5 4HH         | Householder application for the proposed erection of a single storey front extension to form porch, single storey side extension following demolition of existing canopy roof plus changes to fenestration.                                                                                                                                                                          |
| <b>Observations:</b><br>No objections.                        |                                                                                                                                                                                                                                                                                                                                                                                      |