



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Planning and Community Committee**
Councillors B. Soane (Chairman); K. Baker; D. Bragg; R. Horskins; L. Guttridge;
C. Jewell; V. Lewis; J. Sartorel; J. Taylor

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at the Oakwood Centre at 7:45 pm on Tuesday 20 May 2025, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

Kevin Murray
Town Clerk

A G E N D A

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**
To appoint the Chairman and Vice Chairman of the Leisure Services Committee for the 2025/26 municipal year.
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
4. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 29 APRIL 2025**
To approve the minutes of the Planning and Community Committee meeting held on 29 April 2025 and for the Chairman to sign them as a true record.
(These minutes were provided in the Full Council agenda of 6 May 2025)
5. **ACTIONS / FOLLOW UPS**
To review the actions / follow ups arising from previous meetings of the committee. ***(Appendix 5)***

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6. **CURRENT PLANNING APPLICATIONS**

To consider current planning applications and agree comments to be forwarded to the planning authority. **(Appendix 6)**

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7. **PLANNING DECISIONS**

To note information on decision notices received from the planning authority since the last meeting. **(Appendix 7)**

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8. **PLANNING APPEALS**

To note that the following appeal against refusal of planning permission has been lodged with the Planning Inspectorate:

Application: 250141
Location: 91 Reading Road, Woodley, Wokingham, RG5 3AE
Proposal: Householder application for the proposed erection of an annexe to rear for use ancillary to the main dwelling.
(Woodley Town Council had no objections to the proposal.)

9. **PRIOR APPROVAL SUBMISSION**

This type of application only requires consultation with adjoining neighbours of the site.

To note application 250979:

Location: 79 Woodlands Avenue, Woodley, Wokingham, RG5 3HG
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 8.00 m, for which the maximum height would be 4.00 m and the height of the eaves 2.75 m plus a single storey rear extension, which would extend beyond the rear wall of the original house by 4.97 m, for which the maximum height would be 4.00 m and the height of the eaves 2.75 m.

To note application 251015:

Location: 273 Loddon Bridge Road, Woodley, Wokingham, RG5 4BL
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 2.98m and the height of the eaves 2.55m.

10. **TREE PRESERVATION ORDERS**

Applications for works to trees

This type of application does not require consultation.

To note application 251065:

Location: TPO1696/2019, AREA 2 36 Church Road, Woodley, Wokingham, RG5 4QJ
Proposal: T1, Holm Oak – Remove deadwood; prune low branch over highway to 5.2m above ground level. T2, Robinia – Remove deadwood. T3, Elm - Prune low branches over highway to 5.2m above ground level. T4, Robinia – Remove deadwood. T11, Robinia – Remove deadwood.

To note application 251118:

Location: TPO 1059/2004, GROUP 1: 16 The Laurels, Woodley, Wokingham, RG5 3BA.
Proposal: G1, Oak x 3 – Crown reduction by 3m.

To note application 251074:

Location: SECTION 211 NOTIFICATION FOR WORKS IN A CONSERVATION AREA: 36 Church Road, Woodley, Wokingham, RG5 4QJ

Proposal: T5, Robinia and Elm – Remove deadwood; remove suppressed Elm. T6, Copper Beech - Remove deadwood; prune tertiary branch tips to achieve up to 500mm clearance from overhead service cable. T7, Hornbeam – Remove deadwood. T9, Robinia – Remove deadwood. T12, Ash – Remove stems close to southern boundary fence. G1, Laurel and Hazel – Prune or remove branches and stems in contact with structures to achieve up to 1m clearance. T16, Holly – Remove smaller stems close to neighbouring fence; prune low branches to achieve up to 1m clearance from structures; remove buddleia. T17, Tree of Heaven – Remove to approx. 50mm from ground level.

11. **ENFORCEMENT ISSUES**

a) To note the enforcement notifications listed in ***Appendix 11a.*** Page 11

b) To note the enforcement case closures listed in ***Appendix 11b.*** Page 12

12. **CYCLING AND WALKING TASK & FINISH WORKING GROUP**

a) To consider amending section 4 – Size – of the terms of reference of the Cycling and Walking task & finish working group to increase the number of members from 5 to 6 and to include of a Conservative member onto the group; wording to be updated as follows:

4. SIZE => 6 Members; to be made up of 1 Conservative group, 1 Labour group and 1 Liberal Democrat group appointment, and 3 representatives from active local cycling and / or walking organisations (disregarding Standing Order 2.2 – political proportionality).

b) To note the appointment of a Conservative group Member to the Cycling and Walking task & finish working group.

13. **TRANSPORTATION & HIGHWAYS**

a) **Community Speedwatch**

To receive an update on the Council's Community Speedwatch activities.

b) **Highways Issues**

To highlight and discuss any highways issues noted by Members.

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

To note that the response to the initial Community Governance Review consultation, which ran from 31 January to 25 April 2025, has been published on Wokingham Borough Council's engage website, with a total of 143 people responding. The full response can be found on the following link:

<https://engage.wokingham.gov.uk/en-GB/projects/community-governance-review>

Wokingham Borough Council have indicated that draft recommendations will be published shortly, with feedback sought in July, and final recommendations set to go out for public consultation in August.

15. **COMMUNITY ISSUES**

To highlight and discuss any recent community issues noted by Members.

16. **PUBLICATIONS/INFORMATION**

To note receipt of the following:

- Promise Inclusion newsletter – April 2025
- Berkshire Association of Local Councils – May 2025

17. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

18. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

ACTIONS & FOLLOW UPS FROM PREVIOUS MEETINGS

Meeting Date:		14 November 2023	
Minute	Action	Progress Update	Last Updated
115	When Local Plan implemented, consider updating / evaluating benefit of Woodley Design Statement.	Awaiting approval of WBC's Local Plan – scheduled adoption date (if approved) is December 2025.	19/08/24

Meeting Date:		30 January 2024	
Minute	Action	Progress Update	Last Updated
172	Members to consider potential locations for new Town Council noticeboards.	Project is with the Amenities team, awaiting available staff resource – locations will presented to future P&C Committee for consideration.	02/01/25

Meeting Date:		27 February 2024	
Minute	Action	Progress Update	Last Updated
188	Cycling & Walking working group to discuss school parking with WBC's My Journey team.	Cllr Taylor advised Members (4 Feb 2025) that the group does not have capacity to progress this at this time.	30/01/25

Meeting Date:		21 May 2024	
Minute	Action	Progress Update	Last Updated
11.3	Cllr Guttridge to provide Deputy Town Clerk with experience of issues with disabled parking bays in Headley Road Car Park – DTC to then write to WBC to advise them of these.	WBC have confirmed disabled bays meet national standard, but ramp to pavement does not; a new footway/ramp across the grass verge is required. WBC will do this alongside the installation of a new pedestrian crossing on Headley Road – due to take place between 12 – 30 May 2025.	30/01/25

Meeting Date:		12 December 2024		
Minute	Action	Progress Update		Last Updated
116	Contact management committee responsible for new noticeboard on Loddon Park estate, to request access / take over responsibility for the noticeboard.	Town Clerk advised Members (4 Feb 2024) that he has written to the management companies involved and is awaiting a response.		27/02/25
116	Councillor Taylor to review the Woodley Design Statement and identify key elements to be highlighted to Councillors, which can be taken into account when responding to planning applications.			

Meeting Date:		29 April 2025		
Minute	Action	Progress Update		Last Updated
202	For an update to be provided to members on the involvement of representatives of active local cycling organisations on the Cycling & Walking task & finish working group.	COMPLETE Attendance at working group meetings by the three external representatives is as follows: - 8 February 2024 – S. Vale, A. Cran and K. Robertson attended - 7 May 2024 – S. Vale and K. Robertson attended - 6 January 2025 – S. Vale attended - 22 April 2025 – S. Vale attended, K. Robertson sent apologies		15/05/25

Once reported as complete, actions / follow ups will be removed from future reports.

PLANNING APPLICATIONS

Application No.	Address	Proposal	Parish Ward	Borough Ward
250468 (Revised)	8 Butts Hill Road, Woodley RG5 4NH	Householder application for the proposed erection of an outbuilding with gabled roof, including roof lights to facilitate loft storage (part-retrospective).	Coronation Central	Bulmershe & Coronation
250897	14 Selsdon Avenue, Woodley RG5 4PG	Householder application for proposed single storey front extension to facilitate a front porch followed by a two storey side, part two storey and single storey rear extension, along with loft conversion to create habitable accommodation to include 1 No.dormer followed by changes to fenestration and demolition of 1 No. chimney and existing outbuilding.	Coronation East	Bulmershe & Coronation
251044	82 Woodlands Avenue, Woodley, RG5 3HD	Householder application for the proposed single storey front and rear extension plus garage conversion.	Bulmershe	Bulmershe & Coronation
251075	273 Loddon Bridge Road, Woodley, RG5 4BL	Householder application for the proposed 2no. dropped kerbs.	Bulmershe	South Lake
250150 (Revised)	3 Fawcett Crescent, Woodley, RG5 3HX	Householder application for the proposed two storey front, side and rear extension, plus changes to fenestration and the conversion of the roof into habitable living accommodation.	South Lake North	South Lake
250434 (Revised)	44 Coppice Road, Woodley, RG5 3RA	Householder application for the proposed two storey side extension. Plus, the erection of a new porch and changes to fenestration. Following the demolition of the existing chimney.	Loddon Airfield West	South Lake
251119	17 Reading Road, Woodley, RG5 3DA	Householder application for the proposed replacement of existing rear flat roof with new roof incorporating parapet walls to the sides and insertion of two glazed roof lanterns and a sun tube	Bulmershe	Bulmershe & Coronation
251124	Land at Lands End House, Beggars Hill Road, Lands End, Twyford, RG10 0UD	Permission in principle application for the proposed erection of 1 no. detached dwelling.	N/A (Neighbouring Parish)	N/A (Neighbouring Parish)

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Woodley Town Council
PLANNING DECISIONS

WITHDRAWN – NO DETERMINATION MADE BY WOKINGHAM BOROUGH COUNCIL

Ref. / Address	Details
NONE	

REFUSED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
NONE	

REFUSED – ENDORSING TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
NONE	

APPROVED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
None	

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
250375 86 Crockhamwell Road, Woodley, RG5 3JZ	Householder application for proposed parapet wall to replace existing garage wall, and part-retrospective pitched roof to garage and porch.
250500 37 Coppice Road, Woodley, RG5 3RA	Householder application for the proposed replacement of existing conservatory roof, including raising of the pitch plus changes to fenestration to include insertion of 3no. rooflights.
250507 13 Cornfield Road, Woodley, RG5 4QA	Householder application for the proposed erection of an outbuilding in the garden to be used as a self contained annexe.
250520 35 Crockhamwell Road, Woodley, RG5 3LE	Householder application for proposed alterations to the existing detached garage to create habitable accommodation (part retrospective).
250575 6 Dundela Close, Woodley, RG5 3NN	Householder application for proposed single storey front infill extension to the existing garage, along with a single storey rear extension and changes to fenestration. Followed by the demolition of the existing rear extension and conservatory.
250601 2 Wroxham Road, Woodley, RG5 3AT	Householder application for proposed single storey rear extension.
250755 53 Drovers Way, Woodley, RG5 3PH	Householder application for the proposed erection of a single storey rear extension following demolition of the existing rear canopy roof and detached outbuilding.
250796 1 Kingfisher Drive, Woodley, RG5 3LG	Householder application for the proposed garage conversion into habitable accommodation to form an annexe. Plus, a front canopy over the porch and changes to fenestration.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION cont...

250807 26 Fitzroy Crescent, Woodley, RG5 4EU	Householder application for proposed erection of a new conservatory following the demolition of the existing conservatory.
250823 Land at Headley Road East, Woodley, RG5 4SN	Application to vary condition 32 of planning consent 213106 (granted at appeal, ref: APP/X0360/W/22/3306963), as varied by Section 73 of Town and Country Planning Act 1990 (as amended) planning permission 242532, 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 proposal is to vary the condition to lift the restriction in respect of Unit 9 only.
250831 72b Bungalow, Headley Road, Woodley, RG5 4JE	Householder application for the proposed erection of a single storey side extension plus changes to fenestration.
250878 146 Butts Hill Road, Woodley, RG5 4NY	Householder application for the proposed erection of 1no. detached outbuilding.

APPENDIX 11a

ENFORCEMENT NOTIFICATIONS - 20th May 2025

Below are the details of potential planning enforcement issues / breaches of planning permission which have been reported by members of the public to Wokingham Borough Council and are awaiting investigation / resolution.

ADDRESS	POTENTIAL BREACH REPORTED
55a South Lake Crescent, Woodley RG5 3QN	Breach of conditions on applications 220550 & 231425

ENFORCEMENT CLOSURES - 20th May 2025

Below are outcomes / resolutions in relation to planning enforcement issues / breaches of planning permission which have been reported by members of the public to Wokingham Borough Council.

ADDRESS	POTENTIAL BREACH REPORTED	INVESTIGATION OUTCOME / RESOLUTION
182 Reading Road, Woodley RG5 3AA	Encroachment onto neighbouring pathway	No expedient
19 Quentin Road, Woodley RG5 3NF	Driveway concreted over without planning permission	Voluntary compliance
1B Rickman Close, Woodley RG5 3LL	Unauthorised metal fence built on garage carpark land	No breach