

Minutes of a Meeting of the Planning and Community Committee held at the Oakwood Centre on Tuesday 20 May 2025 at 7:45 pm

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

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

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

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

The Town Clerk asked for nominations for the position of Chairman of the Planning & Community Committee for the 2025/26 municipal year.

It was proposed by Councillor Baker, seconded by Councillor Bragg, and

RESOLVED:

- ♦ That Councillor Soane be appointed to the position of Chairman of the Planning & Community Committee for the 2025/26 municipal year.

Voting: For: 7 Against: 0 Abstentions: 0 No Vote Recorded: 1

It was proposed by Councillor Soane, seconded by Councillor Bragg, and

RESOLVED:

- ♦ That Councillor Sartorel be appointed to the position of Vice Chairman of the Planning & Community Committee for the 2025/26 municipal year.

Voting: For: 7 Against: 0 Abstentions: 1 No Vote Recorded: 0

2. **APOLOGIES**

Apologies for absence were received from Councillor Horskins. Councillor Horskins attended the meeting virtually.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interested made by Members.

4. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 29 APRIL 2025**

RESOLVED:

- ♦ That the minutes of the Planning and Community Committee meeting held on 29 April 2025 be approved and be signed by the Chairman as a true and accurate record.

5. **ACTIONS / FOLLOW UPS**

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

30 January 2024 – Minute 172

In relation to the replacement of Council noticeboards, the Town Clerk advised that a recommended list of locations was being collated, taking into account the feedback sought from Councillors previously, and that the Amenities Manager had been consulted and a suitable design identified. He explained the design identified was more expensive than expected, and a request would be presented to the Strategy & Resources Committee for additional funding at a future meeting. He also confirmed that the final list of locations would be presented to the Planning & Community Committee for final consideration.

A request was made to ensure a new noticeboard was located at Centre Stage.

12 December 2024 – Minute 116

The Town Clerk advised Members that no company had responded to confirm responsibility for the noticeboard on Loddon Park estate. As such, further consideration would need to be made as to how the Town Council might take over responsibility for this noticeboard.

6. CURRENT PLANNING APPLICATIONS

RESOLVED:

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

7. PLANNING DECISIONS

RESOLVED:

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

8. PLANNING APPEALS

RESOLVED:

- ♦ To note the following planning 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 APPLICATION

RESOLVED:

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

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 4.97m, for which the maximum height would be 4.00 m and the height of the eaves 2.75 m.

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**

RESOLVED:

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

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.

Application: 251118
Location: TPO 1059/2004, GROUP 1: 16 The Laurels, Woodley, Wokingham, RG5 3BA.
Proposal: G1, Oak x 3 – Crown reduction by 3m.

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**

RESOLVED:

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

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

Councillor Taylor provided Members with an update on the work of the Cycling and Walking task & finish working group, detailing that the committee was focussed on developing a local cycle network which encourages people to make short, utility or commuting trips by bike. Members noted the committee intended to learn from local and national cycling initiatives, and were working closely with the Active Travel team at Wokingham Borough Council who had indicated, whilst limited, there may be potential budget for improvements to infrastructure, including signage.

It was also noted that the working group were intending on operating a stall at Woodley Carnival alongside officers from Wokingham's Active Travel team at which they would be able to highlight and discuss the committee's work and the benefit Active Travel with residents.

In light of the ongoing nature of the committee's work, it was proposed by Councillor Baker, seconded by Councillor Lewis, that the committee type be changed from a task & finish working group to a sub committee, with Members noting that this meant the group would no longer have an end date stipulated in the terms of reference.

A request was made to consider improving 'no cycling / scooting' signage in the town centre and the Town Clerk confirmed he would speak with the Town Centre Manager to discuss this.

Following a vote, it was:

RESOLVED:

- ◆ To amend the committee's type to Sub Committee, adjusting the terms of reference and committee name accordingly.
- ◆ To amend the committee's terms of reference to increase the number of members from 5 to 6 and to include the addition of a Conservative member onto the group,

Voting: For: 8 Against: 0 Abstentions: 0 No Vote Recorded: 0

- ◆ To note that Councillor Errawalla had been appointed as the Conservative group Member to the Cycling and Walking Sub Committee.

13. **TRANSPORTATION & HIGHWAYS**

13.1 **Community Speedwatch**

Councillor Taylor advised Members there was limited updates to provide, but that she had investigated potential speedwatch locations on Beechwood Avenue following the request made at Full Council from Councillor Kennedy.

13.2 **Highways Issues**

It was noted that the footpath between Hicks estate and the Oakwood Centre was currently closed whilst Wokingham Borough Council undertake works to install a new pedestrian crossing outside the Oakwood Centre, however no sign advising members of the public where they should walk to access the Oakwood Centre was provided. It was requested this be taken up with Wokingham Borough Council.

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

RESOLVED:

- ◆ To note that the response to Wokingham Borough Council's initial Community Governance Review consultations, which ran from 31 January to 25 April 2025, had now been published on Wokingham Borough Council's engage website, and 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**

There were no community issues raised by Members.

16. **PUBLICATIONS/INFORMATION**

Members noted that BALC training courses, currently provided free as part of the Council's membership, would cease to be so from April 2026, with Members encouraged to consider any training they might wish to attend now.

RESOLVED:

- ◆ To note receipt of the following:
 - Promise Inclusion newsletter – April 2025
 - Berkshire Association of Local Councils newsletter – May 2025

17. **FUTURE AGENDA ITEMS**

There were no future agenda items suggested by Members

18. **PUBLICITY/WEBSITE**

There were no future publicity or website items raised by Members.

A note of thanks was expressed to the Communications & Events Manager for the quality of recent press releases made on behalf of the Council.

The meeting closed at 8.54 pm

Woodley Town Council

Observations on the following Planning Applications made at the Planning & Community Committee meeting held on 20 May 2025

Application No. & Address	Proposal
250468 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).
Observations: No objections.	
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.
Observations: No objections.	
251044 82 Woodlands Avenue, Woodley, RG5 3HD	Householder application for the proposed single storey front and rear extension plus garage conversion.
Observations: No objections.	
251075 273 Loddon Bridge Road, Woodley, RG5 4BL	Householder application for the proposed 2no. dropped kerbs.
Observations: No objections.	
250150 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.
Observations: The Planning & Community Committee have considered this application. They noted that this was a revised application, with the application originally sent to the Council earlier in the year and considered by the Committee in February – to which, no objections were raised. However, the Committee could only see newly proposed plans submitted in May and could not see any plans from earlier in the year, so were unable to consider what the changes were. Whilst the Committee did not submit any objections, they did note a concern that a two-storey extension projecting forward of the front elevation was out of character with the street scene.	

250434 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.
Observations: No objections.	
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
Observations: No objections.	
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.
Observations: No comment.	