

**Notes of a briefing of the Planning and Community Committee held remotely on
Tuesday 7 September 2021 at 7:45 pm**

In light of the ongoing Covid-19 pandemic this meeting took the form of an informal briefing to enable it to take place virtually. This was permitted as no decisions were required to be taken at the meeting, only a collaborative discussion to determine any suitable comments to submit in response to live consultations. As such these notes do not constitute formal minutes, nor does attendance at this meeting count towards official attendance records.

Present: *Councillors: P. Wicks (Chairman); J. Cheng; A. Heap; K. Gilder; C. Jewell;
J. Sartorel; R. Skegg*

Also present: *Councillor T. McCann*

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

APOLOGIES

Apologies for absence were received from Councillors K. Baker, D. Bragg and S. Rahmouni.

CURRENT PLANNING APPLICATIONS

The Committee considered the current planning applications, and confirmed the comments to forward to the planning authority as details in **Appendix A**.

WOKINGHAM BOROUGH COUNCIL LOCAL BUS SERVICES ENGAGEMENTS

The Committee discussed the issues with local bus services. They noted concern that the engagement didn't seek the views of members of the public and felt it was not reasonable for one Councillor to respond on behalf of all Councillors nor all residents of Woodley as it would not provide a true reflection of views. The Committee Officer confirmed WBC correspondence had stated there was no duty to consult when creating their Bus Service Improvement Plan (BSIP).

It was agreed that the Chairman would seek to sound out a small number of Councillors, bus users and non-users, to gauge views in order to collate a response. It was highlighted that it would be worthwhile to note why some individuals do not use buses in the area as this may helpfully identify the issues.

The Committee Officer confirmed there was no specific deadline for responses, but confirmed that WBC wished to have drafted and published their BSIP by 31 October 2021. In correspondence with WBC, they had indicated they would ideally like views as soon as possible. It was agreed that the Committee Officer would contact WBC to ask if a response by the first week in October would be possible. If not, it was felt the key concerns to raise would be the cost of travelling by bus, and the availability of information.

PLANNING DECISIONS

The Committee noted the decisions which had been made in relation to planning applications since the last meeting.

GOODS VEHICLE OPERATORS LICENSE APPLICATIONS

- a) Members confirmed they were happy with the template Goods Vehicle Operators Licence Neighbour Notification Letter which had been circulated in the briefing note.

- b) Members reviewed the draft letter to be sent to Lee Marley Brickworks Ltd following notification of their application to vary their Goods Vehicle Operators Licence. They advised that the letter be amended to reflect that the application had been noted by the Planning & Community Committee, not the Climate Emergency Working Party, and to add a sentence to the effect that the letter was being sent in light of the climate emergency and the Town Council's commitment to climate change. The Committee Officer was asked to make the minor changes and send the letter.

OTHER MATTERS

The Chairmen read the other items contained in the briefing note and these were noted.

Prior to the end of the meeting Councillor Jewell asked what the plans were for returning to in-person meetings for the Planning & Community Committee and enquired as to whether the briefing meetings were being recorded and uploaded to YouTube.

The Committee Officer confirmed the briefing meetings were not recorded. He stated the original agreement had been to provide all Committees with briefing notes in lieu of meeting in person, but that it was agreed for the Planning & Community Committee to meet virtually to consider comments in response to planning applications and consultations as this was easier than trying to collate comments via email, although that method would've been equally possible. He also confirmed an item was likely to be included in the agenda for Full Council on 28 September for Members to consider returning to in-person meetings.

The meeting closed at 8:57 pm

Woodley Town Council

Observations on the following Planning Applications

Application No. & Address	Proposal
211870 92 Loddon Bridge Road, Woodley, RG5 4AN	Full application for the proposed subdivision of the site and erection of a 3 no. bedroom dwelling with associated parking and shared access, following demolition of existing rear outbuilding. We have received revised/additional plans for the above application. The revised details show: Revised siting of proposed dwelling set in from boundary.
Observations: The Committee considered the revised proposal and had no specific objections, but once again were concerned that the proposed shared access point between this and the neighbouring property may be insufficient to allow suitable / safe access to both properties.	
212534 73 Woodwaye, Woodley, RG5 3HB	Householder application for the proposed erection of a boundary fence following the removal of existing hedge and wall.
Observations: The Committee considered the proposal and recommended that the application be refused because the fencing is out of keeping with neighbouring properties.	
212667 43 Crockhamwell Road, Woodley, RG5 3JZ	Full application for the proposed change of use of part of existing ground floor office (Use Class E(i)) to form 1 no. one bedroom apartment (Use Class C3), plus erection of a part single storey part two storey side/rear extension to form 2 no. one bedroom apartments following demolition of existing detached double garage, with associated parking and amenity space.
Observations: The Planning & Community Committee considered this application and had no objections, but did note a concern about overlooking neighbours at 41B Crockhamwell Road.	
212699 10 St Johns Close, Woodley, RG5 4RD	Householder application for the proposed erection of a single storey rear extension with 3 no. roof lights following demolition of existing conservatory, plus insertion of 1 no. roof light to the rear elevation.
Observations: No objections.	
212705 15 Harris Close, Woodley, RG5 4XH	Householder application for the proposed erection of a part single storey, part two storey side extension, first floor side/rear extension, plus changes to fenestration.
Observations: The Committee considered the proposal and recommended that the application be refused due to insufficient on-site / off road parking. The plans show space for 3 cars but this is believed to be optimistic.	
212831 1 Gemini Road, Woodley, RG5 4TF	Householder application for the proposed erection of a single storey rear extension with 1 roof light and changes to fenestration.
Observations: No objections.	

212848 3 Rowan Drive, Woodley, RG5 4LN	Householder application for the proposed conversion of existing garage to create additional habitable accommodation with the insertion of 1 no. roof light.
Observations: No objections.	
212897 8 Sycamore Close, Woodley, RG5 3RY	Householder application for the proposed erection of a single storey side/ rear extension with 6 no. roof lights following removal of existing car port, conversion of existing garage to storage space.
Observations: No objections.	
212903 Sandford Farm, Perimeter Road, Woodley, RG5 4TE	Householder application for the proposed creation of a new access and siting of a shipping container for domestic storage.
Observations: The Committee considered the proposal and supported the application on the proviso that the shipping container is ancillary to the domestic use of the property, and is not used for commercial purposes.	
212943 90 Butts Hill Road, Woodley, RG5 4NR	Householder application for the proposed erection of a single storey rear extension with 1 no. roof light following demolition of existing conservatory and removal of rear chimney, erection of a two storey side extension following demolition of existing detached garage, erection of a pitched roof dormer to the rear elevation.
Observations: No objections.	
212957 33 Western Avenue, Woodley, RG5 3BJ	Householder application for the proposed erection of a part single, part two storey side/rear extension, a single storey rear extension and demolition of existing garage.
Observations: The Committee considered the proposal and recommended that the application be refused due to overbearing (massing) to neighbouring property at 35 Western Avenue.	
212961 25 Messenger Road, Woodley, RG5 4TR	Householder application for the proposed erection of a single storey rear extension with 1 no. roof light.
Observations: No objections.	