

3rd February 2026

To: Councillors Phil Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore, Graham Storey, and Tony Vickers

Substitutes: All remaining Members of the Council

Dear Councillor,

You are summoned to attend a meeting of the **Planning & Highways Committee** on **Monday 9th February 2026 at 7:30pm**.

The meeting will be held in the Council Chamber, Town Hall, Market Place, Newbury, RG14 5AA. The meeting is open to the press and public and will be streamed via Zoom:
<https://us02web.zoom.us/s/86379150477?pwd=KQqQkd3tGR4fF5wLY8F0ZArOMZRKII.1#success>
Meeting ID: 834 0691 6053 Passcode: 346174



Toby Miles-Mallowan
Chief Executive Officer

AGENDA.

1. Apologies

2. Declarations of Interest and Dispensations

To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.

3. Minutes (Appendix 1)

To approve the minutes of a meeting of the Planning & Highways Committee held on Monday 12th January 2026.

4. Questions and Petitions from Members of the Public

Questions, in writing, must be with the Chief Executive Officer by 2pm on Friday 6th February 2026

5. Members' Questions and Petitions

Questions, in writing, must be with the Committee Clerk by 2pm on Friday 6th February 2026.

Town Hall, Market Place, Newbury, RG14 5AA

- 6. Schedule of Planning Applications (Appendix 2)**
To **comment** on the planning applications listed at the attached schedule.
- 7. Consultation - Proposed development of a Resource Base at Victoria Park Nursery School Newbury (Appendix 3)**
To **review** the proposed development at Victoria Park Nursery School.
- 8. New West Berkshire Local Plan – Call for Sites**
To **note** the call for sites from West Berkshire District Council
To **review** potential NTC sites and suggest **recommendations**.
- 9. Road Works Review Portal demonstration**
To **receive** a demonstration for the roadworks review portal
- 10. Draft Planning Enforcement Plan – West Berkshire Council (Appendix 4)**
To **review** and **agree** a response to West Berkshire Council's consultation.
- 11. Update from Western Area Planning**
To **receive** updates from Western Area Planning
- 12. Forward Work Programme for Planning & Highways Committee (Appendix 5)**
To **note** and **to agree** any other items that Members resolve to add to the Forward Work Programme.

**MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE
COUNCIL CHAMBER, NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON
MONDAY 12th January 2026 AT 7.30PM.**

PRESENT

Councillors Phil Barnett, Vera Barnett (sub), Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore (chair) and Graham Storey.

IN ATTENDANCE

Toby Miles-Mallowan, CEO

104. APOLOGIES

Councillor Tony Vickers.

105. DECLARATIONS OF INTEREST

The Committee Clerk declared that Councillors, Phil Barnett, Nigel Foot and David Marsh are also Members of West Berkshire Council. Which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

The Committee declared a personal interest in application 25/02701/HOUSE submitted by a fellow Town Councillor. This is declared as a Personal Declaration of interest and Councillors are able to discuss the matter as outlined in the Localism Act 2011 and Model Code of Conduct guidance (LGA)

106. MINUTES

PROPOSED: Councillor David Harman

SECONDED: Councillor Ian Jee

ABSTAINED: Councillors Jo Day, Nigel Foot, Vaughan Miller and Andy Moore

RESOLVED: That the minutes of the meeting of the Planning & Highways Committee held on Monday 22nd December 2025, be approved, and signed by the Chairperson.

107. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There was one question received from members of the public.

In light of the recent planning appeal decision where the Planning Inspector found in favour of the applicant, can this Town Council urge West Berkshire Council - who took away our parking places when the new Hectors Way Road was built – to identify suitable parking for the affected residents. We were repeatedly assured, over several years, that designated replacement parking would be allocated to us before the flats could be occupied and the road was opened.

NEWBURY TOWN COUNCIL**PLANNING & HIGHWAYS**

As this promise has now been rescinded, we ask that suitable parking is identified to allow us to park near our homes, as it is often the case that there is no parking available in the vicinity and parking permits for the E1 zone are oversubscribed.

Councillor Phil Barnett commented as follows:

This is one of the most serious injustices effecting residents of our town. Both Councillor Billy Drummond and I are trying to do everything in our powers as West Berks Ward members for these residents, hoping to re-address something that shouldn't have happened from the start.

This is a case of Planning Application Applicants attempting to change conditions on their approved planning application to suit their own needs. This is happening too often at present and without some changes will continue in the future.

The Chairman responded that Newbury Town Council will write to West Berkshire District Council Highways Team to request that they resolve the parking situation urgently.

108. MEMBERS' QUESTIONS AND PETITIONS

There was one question received from Councillor Sam Dibas.

Reflecting concern expressed by affected residents, will this Committee ask Thames Water and WBC Highways to explain the reasons for the prolonged closure of Monks Lane that has just commenced.

The Chairman responded that Newbury Town Council will invite Thames Water and West Berkshire Council Highways Team to Planning and Highways Committee to explain the reasons for the closure of Monks Lane and traffic mitigation.

109. SCHEDULE OF PLANNING APPLICATIONS

Resolved that the observations recorded at Appendix 1 to these minutes be submitted to the planning authority.

110. UPDATE FROM WESTERN AREA PLANNING (WAP)

Councillor Phil Barnett gave an update, that the next Western Area Planning Committee does not have any applications for Newbury.

111. FORWARD WORK PROGRAMME FOR PLANNING AND HIGHWAYS COMMITTEE MEETINGS 2025/26

The forward work programme was received and noted by the committee.

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 20:48 HRS

CHAIRPERSON

Signature: _____ Date: _____

**Planning and Highways Committee Meeting Schedule of
Planning Applications to be considered.**

Monday 12th January

Running Order	Resolution	Application Number	Location and Applicant
1.	No Objection	<u>25/02869/FUL</u>	Unit 8 Turnpike Industrial Estate Turnpike Road Newbury RG14 2LR for Nathan Stacey
2.	No Objection	<u>25/01669/FUL</u> (Amended)	Hambridge Farm Hambridge Road Newbury RG14 2QG
3.	No Objection	<u>25/02946/HOUSE</u>	21 Courtlands Road Newbury RG14 7LA for Mr & Mrs Biddlecombe
4.	No Objection	<u>25/02861/FUL</u>	11 - 13 Market Place Newbury RG14 5AA for Mr D Wilson
5.	No Objection	<u>25/02701/HOUSE</u>	23 Russell Road Newbury RG14 5JX for Alistair Bounds

**Planning and Highways Committee Meeting Schedule of
Planning Applications to be considered.**

Monday 9th February 2026

Running Order	Ward	Application Number	Location and Applicant	Proposal
1.	ADJACENT PARISH HUNTERFORD & KINTBURY	<u>26/00069/FULMAJ</u>	Land North Of Spring Gardens Andover Drove Wash Water Newbury for Ms. Jane Grindy	The installation and operation of a solar farm with ancillary equipment including inverter and substation house, security cameras, deer fence, new highway access and landscaping scheme. Section 73 application to vary conditions 2 'approved plans', 5 'landscaping', 6 'landscape maintenance', 12 'access and visibility splays', 16 'tree protection' and 17 'construction traffic management' of Planning Permission 23/01361/FULMAJ.
2.	CLAY HILL	<u>26/00116/HOUSE</u>	8 Mountbatten Close Newbury RG14 2HT for Mr G Lear	Replacement Garage
3.	CLAY HILL	<u>26/00042/FULMAJ</u>	Hitachi Capital Vehicle Solutions Ltd 54A Kiln Road Newbury RG14 2NU for MACC Group and The Dyers Company - Andeep Gill	Demolition of former offices (Use Class E) and erection of a three storey care home (Use Class C2), with parking, landscaping and associated works.
4.	EAST FIELDS	<u>26/00156/HOUSE</u>	5 Westlands Road Newbury RG14 7JY for Mrs Debora Smith	A first storey extension to create a larger bedroom.
5.	WEST FIELDS	<u>26/00108/HOUSE</u>	12 Russell Road Newbury RG14 5LA for Mr Ian Davis	Replacement of existing dormer with standing seam metal clad dormer including aluminium replacement window. Removal of 1 no. non-original window to first floor bedroom and reinstatement of brickwork. Installation of 1 no. Conservation style roof light.
6.	WEST FIELDS	<u>26/00178/HOUSE</u>	48 Salcombe Road Newbury RG14 6ED Mr & Mrs Cherowbrier	Proposed rear single storey extension to replace conservatory
7.	WEST FIELDS	<u>26/00126/ADV</u>	42 Northbrook Street Newbury RG14 1DT for Will Forrester	Installation of externally illuminated heritage style fascia signage and projecting sign.

8.	WEST FIELDS	25/02884/LBC	30 Market Place Newbury RG14 5AG for NatWest Group	The replacement of the internal ATMs.
9.	WEST FIELDS	25/02924/LBC	6 Northcroft Lane Newbury RG14 1BU for Amegreen Children's Services	Installation of secondary glazing and window repairs
10.	WEST FIELDS	25/02948/FUL	Carnarvon Place Flats Carnarvon Place Newbury RG14 6LP for Sovereign Network Group – Allen Tamakloe	Replace balcony infill panels across site with Cedral panels and replace one patio door.
11.	WEST FIELDS	25/02579/FUL	4A Mansion House Street Newbury RG14 5ES for Mansion House Newbury Ltd	Application for conversion of the existing building to Class E at ground floor and basement, and 6 self-contained flats (Use Class C3)
12.	WEST FIELDS	26/00014/HOUSE	135 Russell Road Newbury RG14 5JY for Mr Jajati Dash	Installation of extension to side of property
13.	WASH COMMON	26/00105/HOUSE	12 Robins Close Newbury RG14 7EH for Mr & Mrs Robinson	Single Storey extensions and alterations
14.	WASH COMMON	25/02890/FUL	Newbury House 237 and 235 Andover Road Newbury RG14 6NG for Kinston Road Partners Ltd	Demolition of existing 2 bedroom bungalow (no. 235 Andover Road) along with existing garage, and erection of 2No. dwellings, external alterations to Newbury House and associated landscaping. Resubmission of application 22/00086/FULD. Section 73 to vary condition 2 (approved plans) of previously approved application 22/01784/FULD
15.	WASH COMMON	26/00075/HOUSE	6 The Gabriels Newbury RG14 6PZ for Marsh	Two-storey front extension, internal alterations, new double-garage doors and new dropped kerb on an un-classified road
16.	SPEENHAMLAND	26/00099/HOUSE	8 Chaucer Crescent Newbury RG14 1TR for Mr & Mrs Khnykina	Loft conversion with a pitched roof dormer to the front and two rooflights to the rear. Also installation of new hipped roof over existing ground floor extension.
17.	SPEENHAMLAND	26/00096/OUT	Land Adjacent 4 Croft Lane Newbury for Mr & Mrs Wilson	Outline application for the erection of self build three bedroom dwelling. Matters to be considered: Access and Layout.

Background

[**Victoria Park Nursery School in Newbury**](#) is a maintained nursery school, funded and controlled by West Berkshire Council. It offers full and part-time early years education places for 150 children aged between 2 and 5 years.

Children of nursery school age can sometimes need a bit of extra help with their communication and speech. At Victoria Park Nursery School, there are members of staff with specific qualifications in supporting children's communication, speech and language development, and a Special Educational Needs Coordinator (SENCO).

The Early Years curriculum is followed by all settings in England to the end of Reception year in primary school. The curriculum emphasises the importance of play as the most effective way of learning. The focus is on the [**Prime Areas of Learning**](#), which are:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development (PSED)

This forms an important foundation to all future learning and development and acts as crucial stepping stones for the four specific areas (Literacy, Maths, Understanding the World, Expressive Arts and Design).

Victoria Park Nursery School follows the curriculum and encourages children to learn through play, sharing stimulating first-hand experiences with their peers and qualified staff in a caring and happy environment. The on-site gardens are used to give the children high-quality learning experiences outdoors.

What we are proposing

To develop an existing space at Victoria Park Nursery School into a Resource Base to support nursery-aged children in West Berkshire that present with additional needs, particularly around communication, social interaction, emotional regulation and early developmental delay, to make sure the children receive the right support as early as possible.

A Resource Base is a small, specialist space within a mainstream school. It provides targeted support for children who need more structure, specialist input or a quieter environment, while still being part of the nursery community.

What are the benefits

The benefits of a Resource Base are:

- earlier support leads to better outcomes, improving children's communication, social interaction and emotional regulation
- meeting local need for support
- supporting inclusion in the classroom
- helping children make a smooth transition to primary school
- providing support closer to home
- strengthening the early years workforce
- reducing future pressure on specialist placements
- aligning with Special Educational Needs and Disabilities (SEND) strategies, including our [**Send and Inclusion Strategy**](#), and the government's [**Giving Every Child the Best Start in Life Strategy**](#)

For further details, please read our [**Frequently Asked Questions document \(FAQ\) here.**](#)

Why this site?

The proposal to develop an existing space at Victoria Park Nursery School into a Resource Base is based on the needs of the local community and the nursery's ability to deliver high-quality early support.

- **High-quality provision** - the nursery already provides a strong and nurturing early years education. Its staff have experience supporting children with different needs and inclusion is a core part of the nursery's ethos. This makes it a safe and supportive place for a Resource Base. At the last [**Ofsted Inspection in 2022**](#), the school was rated as 'Outstanding'.
- **Suitable space for specialist support** - the site has indoor and outdoor areas that can be adapted for quieter, structured sessions. Its layout would allow children to move easily between the Resource Base and main nursery rooms. This is important because the model is based on small-group work alongside inclusion in the main nursery.
- **Meets local need** - West Berkshire is seeing more young children with communication, interaction, sensory and developmental needs. There is currently, no Resource Base for Early Years settings and some children must travel further or wait for specialist support. A Resource Base here brings early help closer to home.

- **Strong leadership** - the leadership team has demonstrated commitment to SEND and inclusive practice. They are willing and able to work with the local authority to establish the Resource Base safely and effectively. This provides confidence that it will run well.
- **Good accessibility for families** - the site is centrally located for the community it serves. The site is easy for families to reach, and this supports equitable access to early SEND support.

Appendix 4

Background

Planning enforcement is a vital part of the planning system. It ensures that development is carried out in accordance with planning permissions and helps protect the character and amenity of our communities. A Planning Enforcement Plan (PEP) provides guidance on how complaints are handled, how investigations are prioritised, and when formal action may be taken.

As a Local Planning Authority, we have a statutory duty to investigate alleged breaches of planning control and the discretion to take enforcement action where appropriate. With an average of 60 new cases reported each month, and around half found not to be breaches or not expedient to pursue, it's essential that our approach is fair, clear, proportionate, and focused on the most serious planning harm.

We understand that unauthorised development can cause frustration, concern, and distress for residents, businesses, and visitors across West Berkshire. While carrying out works without planning permission is not a criminal offence, it can still have a significant impact on local communities and the environment.

[Our current PEP](#) was adopted in October 2022 and is due for review. The [Executive Meeting agreed on Thursday, 6 November 2025](#) to carry out a six-week public consultation.

How we developed our draft Planning Enforcement Plan (PEP)

The draft PEP builds on the existing plan aiming to improve how we prioritise and respond to reports of planning breaches.

It introduces a revised prioritisation system to ensure that our resources are focused on the most significant breaches. This change is in response to challenges with the previous system, where a high number of cases fell into Category 2 - High Priority, when a lower priority would have been reasonable and proportionate, making it difficult to manage investigations effectively and less clarity regarding priorities.

The main proposed changes are:

Amendments to the priority categories:

To introduce a fourth category called Category 4 - Low Priority, to better reflect the range of planning breaches and their potential impact. The new categories are:

- **Category 1 - Urgent:**

Initial assessment within **2 working days** (previously 5). Includes breaches that

pose an immediate risk to public safety, such as construction phase emergency plan violations.

- **Category 2 - High Priority:**

Initial assessment within **15 working days** (previously 20). Includes breaches of operational phase emergency plans and other significant concerns.

- **Category 3 - Standard Priority:**

Initial assessment within **40 working days** (previously 30). Covers typical breaches that require investigation but are not time critical.

- **Category 4 - Low Priority:**

New category for cases unlikely to result in unacceptable harm. These will receive a desktop assessment to determine whether further action is needed. Examples include untidy land and potential Section 215 notices.

Amendments to how breach types are categorised:

- **Category 1** - urgent action now limited to specific substantial or irreversible breaches such as damage or felling of TPO trees, ongoing works to listed buildings or demolition in conservation area, unauthorised caravan site with risk of imminent occupation, development that is dangerous to the public and breaches of **construction phase emergency plans**
- **Category 2** - captures those breaches which have risks of significant impacts and or public interest but less immediate than those in category 1 including impacts such as significant pollution or traffic hazards, harm to listed buildings, ongoing local disturbances, breaches of condition on major sites, breaches with a risk of imminent immunity from enforcement action and breaches of **operational phase emergency plans** will be treated as **Category 2**, recognising their importance but lower urgency.
- **Category 3** - covers breaches that may have previously been in category 2 and are likely to remain stable and there is no severe lasting harm, including householder developments, fences, walls gates, breach of condition on non-major development and changes of use.
- **Category 4** - covers breaches which are unlikely to result in harm, such as commercial signage (not harming public safety), untidy land and buildings and houses in multiple occupation.

These changes aim to ensure a more responsive and proportionate enforcement service, helping us to focus on the most serious breaches while maintaining fairness and transparency.

We want to ensure that our resources are directed where they are most needed, and that our enforcement service continues to uphold public confidence in the planning system.

You can view/download our [draft Planning Enforcement Plan here \[438KB\]](#)

Why we want your views

We welcome your views on these proposed changes and whether the draft PEP is:

- clear and easy to understand for everyone, including residents, developers, and other stakeholders
- transparent and accountable, so that people know how and why decisions are made
- focused on what matters most, ensuring our resources are directed to the most serious breaches

We're particularly interested in your views on whether:

- the proposed priority categories make sense and reflect the types of issues that concern you
- the proposed amendment to how breach types are categorised makes sense
- the timescales for initial assessments feel appropriate
- the plan provides enough clarity about how enforcement decisions are made

Your feedback will directly inform how we shape the final version of the PEP. We want to ensure the priorities and processes we've proposed reflect the concerns and expectations of our communities. By sharing your views, you'll help us make sure the plan is both effective and responsive to the types of planning issues that matter most to you.

Newbury Town CouncilForward Work Programme for Planning and Highways Committee: 27th October 2025**Standing Items on each (ordinary meeting) agenda:**

1. Apologies
2. Declarations of Interests and Dispensations
- 3.1 Approval of Minutes of previous meeting
- 3.2 Officer's report on actions from previous meeting
4. Questions/Petitions from members of the Public
5. Questions/Petitions from Members of the Council
6. Schedule of Planning Applications
7. Schedule of Prior Approval Applications (if any)
8. Schedule of Licensing Applications (if any)
9. Schedule of Appeal Notifications (if any)
10. Schedule of Appeal Decisions (if any)
11. Neighbourhood Development Plan – Update (if any)
12. The Western Area Planning Committee – Update

At the first Committee meeting after the annual meeting of the Council	Election of Chair/ Deputy
	Approval of ToRs and memberships of Working Groups
June/September/December/March (Quarterly)	Updates on Section 215 of the Town and Country Planning Acts. (Postponed until further notice)
Each November	Review of KPI's for Planning and Highways Committee
	Send Budget and Strategy proposals to RFO
2025/26	
16 June 25	- Rule 6 Update
7 th July 25	- Newbury Town Design Statement review -
4 th August 25	- Prow Working Group
1 st September 25	- Eagle Quarter update - HWG Lay member
29 th September	- NDP Update. - NEWT Group Update. - Welcome to Newbury Signs
27 th October	- Welcome to Newbury Signs - Review of P&H projects
24 th November	- Review of KPI's for Planning and Highways Committee - Send Budget and Strategy proposals to RFO - Review of P & H Committee Working Groups. - Review of Terms of Reference
22 nd December	
12 th January	
February 2026	- London Road – Presentation from WBC (TBC) - Road Works Review Portal demonstration
March 2026	- Review of Terms of Reference
April 2026	- Approval of ToR's and membership of Working Groups

Date TBC	<ul style="list-style-type: none">- West Berkshire Highways Team to discuss Monks Lane Closure- Thames Water to discuss Monks Lane Closure
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