

**MINUTES OF A MEETING OF THE PLANNING AND HIGHWAYS COMMITTEE HELD IN THE
COUNCIL CHAMBER, NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON
MONDAY 07 July 2025 AT 7.30PM.**

PRESENT

Councillors Alistair Bounds (Sub), Jo Day, Sam Dibas, Nigel Foot, Chris Hood (sub), Ian Jee, Pam Lusby Taylor (sub), David Marsh, Vaughan Miller (Chair), Sarah Slack (Sub), Graham Storey.

In Attendance

Toby Miles-Mallowan, Chief Executive Officer

25. Nomination of Chair

Proposed: Ian Jee

Seconded: Graham Storey

Resolved that Cllr Miller act as chair.

26. APOLOGIES

Councillors Phil Barnett (substitute Alistair Bounds), David Harman, Roger Hunneman, Andy Moore (Chairman), Tony Vickers.

27. DECLARATIONS OF INTEREST

The Committee Clerk declared that Councillors, Nigel Foot and David Marsh who 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.

28. MINUTES

PROPOSED: Councillor Jo Day

SECONDED: Councillor Sam Dibas

RESOLVED: That the minutes of the meeting of the Planning & Highways Committee held on Monday 16th June 2025, be approved, and signed by the Chairperson.

29. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were no questions or petitions received from members of the public.

30. MEMBERS' QUESTIONS AND PETITIONS

There were no questions or petitions received from members.

31. SCHEDULE OF PLANNING APPLICATIONS

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

32. SCHEDULE OF LICENSING APPLICATIONS

Resolved that the observations recorded at Appendix 2 to these minutes be submitted to the planning authority.

33. MOTION FROM COUNCILLOR GRAHAM STOREY.

Proposed: Councillor Graham Storey

Seconded: Councillor Jo Day

Resolved to oppose West Berkshire District Council motion to close footpath running alongside the A339 behind Winchcombe School.

34. PRE-APPLICATION CONSULTATION

Resolved to direct the CEO to consult with the developers regarding the installation of the mobile phone mast.

35. TOWN DESIGN STATEMENT

Agreed that the Town design statement be merged into the Neighbourhood Development Plan.

36. UPDATE FROM WESTERN AREA PLANNING

Update **received**.

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

The forward work programme was received and noted by the committee.
Prow Working Group update.

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 21.03 HRS

CHAIRPERSON

Signature: _____ Date: _____

**PLANNING AND HIGHWAYS COMMITTEE MEETING
SCHEDULE OF PLANNING APPLICATIONS – RESOLUTIONS
Monday 7 July 2025**

RUNNING ORDER	RESOLUTION	APPLICATION NUMBER	LOCATION AND APPLICANT	PROPOSAL
1	Objection: based on previous application submitted. Committee could see no evidence that the plans had changed substantially. There is an impact on light on neighbouring properties. The design is over bearing on neighbours property	<u>25/01387/HOUSE</u>	8 Priory Road, Newbury for Mr A Kendall	Part two storey rear extension with single storey side extension. Proposed first floor window in Bedroom 2.
2	No objection	<u>25/01442/HOUSE</u>	29 St Johns Road, Newbury for Mr & Mrs Demeza	Removal of existing outbuilding and a single storey rear extension with internal remodelling and associated works
3	No objection	<u>25/0143/HOUSE</u>	14 Chesterfield Road Newbury for Ms Mirfin	Detached Outbuilding.
4	No objection	<u>25/01356/HOUSE</u>	36 Amberley Close Newbury for Mrs O Winfield	Raise and change the garage roof. Remove the existing roof, raise the garage walls and replace the roof, half pitched and half flat. Use the existing utility to extend the kitchen and use more of the existing garage for a new utility room.
5	No objection	<u>25/01436/FULMA</u> J	Waitrose Oxford Road Newbury for Mr G Kind	Minor adjustments to car park layout including 1 no. new covered trolley shelter and new external horticultural sales fixtures. Minor adjustments to facades including the removal of ATM.
6	No objection.	<u>25/01212/HOUSE</u>	34 Donnington Square Newbury for Mr & Mrs Sutton	Single Storey rear extension following demolition of conservatory, Partial garage conversion, new windows and Rear, Internal alterations.

7	No objection: comment concerned about the size of signage. Requested that the signage is only on during hours of operation.	25/01223/ADV	Waitrose Oxford Road Newbury for Blaze Signs	Multiple proposed signage.
8	No objection: commend use of renewable heating. Comment: would like the noise of plant to be kept within legal limits and for development to consider noise mitigation measures to reduce impact on neighbours	25/00931/FUL Re-Consultation	Waitrose Oxford Road Newbury for John Leewis Partnership	Replacement of existing plant within the service yard and roof locations.
9.	No Objection	25/01414/HOUSE	24 Wendan Road, Newbury for Mr A Staig.	First floor extension over attached garage. Partial garage conversion and internal alterations.
10.	No Objection	25/01343/HOUSE	35 Chaucer Crescent Newbury for Cheyanne Kirby	Renovation and extension of the existing property, including the following: rear extension, front room alteration, front entrance redesign, roof and insulation works, windows and glazing, floor and heating upgrade, electrical, plumbing and heating upgrades, full house renovation, and garden room construction.
11.	Support application	25/01269/REG4	Park House School Andover Road Newbury for Greenshaw Learning Trust	Replacement of rooftop plant equipment and installation of new condenser at ground level.
12.	No objection	25/01367/HOUSE	275 Andover Road Newbury for Mr & Mrs Davies	First floor rear extension
13.	No objection	25/01304/HOUSE	15 Bartlemy Close Newbury for Mrs I Hanbury	Single-storey rear extension following demolition of existing lean-to.

14.	No objection	25/01296/HOUSE	30 Bartlemy Close Newbury for Mr & Mrs J Davies	Removal of existing mono-pitched roof and formation of new two stage flat roof over existing rear extension with associated alteration to the party wall parapet.
15.	No objection	25/01251/FUL	Linen Place 1 Echo Walk Newbury for Tino Kavhuru	Full Planning Application for the Change of Use of the Ground Floor Unit, Block D, Weavers Yard from flexible commercial Use Class A1 (retail) / A2 (financial services)/A3 (restaurants and cafes) / A4 (drinking establishments) or B1 (offices)) to Sui Generis for use as a gym facility for residents.
16.	No objection	25/01389/HOUSE	23 Enborne Grove Newbury for Mr M Vieira & Ms Douglass	Extensions, Loft conversion, new dormer, and alterations.
17.	No objection	25/01160/ADV & 25/01154/LBC & 25/01153/FUL	16 Bartholomew Street Newbury for Martin	<p>Redecorated shopfront and window. 2no external lights wall lights to fascia. New painted sign to fascia. New projecting swing sign.</p> <p>Change of use from Class E to Sui Generis. 2no new external structural openings to rear extension. New condenser unit fitted to flat roof. Redecoration of shopfront and window. New signage and lighting. Full refurbishment of rear courtyard. Full internal refurbishment. Internal lining out walls and hacking of plaster to expose brick. Removal of internal arch replaced with new wall and window.</p> <p>Change of use from Class E to Sui Generis. 2no new external structural openings to rear extension. New condenser unit fitted to flat</p>

				roof. Redecoration of shopfront and window. New signage and lighting. Full refurbishment of rear courtyard. Full internal refurbishment. Internal lining out walls and hacking of plaster to expose brick. Removal of internal arch replaced with new wall and window.
18.	No objection	25/01337/ADV	87 - 89 Northbrook Street Newbury for Miss M Alleyne	Changing of WHSMITH brand to TGJones. Like for Like replacements.
19.	No objection	25/01168/ADV	Unit B Garter House 12 Market Street Newbury for N Qayumi	Two illuminated signs and awnings with logo.
20.	Support application	25/01295/FUL	Eastfield House Surgery 6 St Johns Road Newbury for Eastfield House Surgery	Retention of existing temporary surgery accommodation for an additional three years.

**Planning and Highways Committee Meeting
Schedule of Licensing Applications**

Monday 7th July 2025

Licence	Applicant(S)	Premises	Resolution
Licensing Act 2003 (Premises Licences & Club Premises Certificates) Regulations 2005 Premises Licence – Variation Ref: 24359	Applicant: Arkells Brewery Ltd	Location: The High Horse (FKA The Cross Keys), 8 London Road, Newbury, West Berkshire, RG14 1JX Proposal: <ul style="list-style-type: none"> • Expansion of Licensable Area • Change of trading name Recorded music (indoors & outdoors) • Live Music (indoors & outdoors) 	Comments: concerned around hours of music. Would like the hours of outdoor music be reduced from the application during the week.

Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 19th May 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	
19 May 25	<ul style="list-style-type: none">- Election of Chair & Deputy Chair- Canal Corridor WG- Town Centre WG / Master Plan update.- Rule 6 update
16 June 25	<ul style="list-style-type: none">- Rule 6 Update
7 th July 25	<ul style="list-style-type: none">- Newbury Town Design Statement review

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4 th August 25	<ul style="list-style-type: none"> - Eagle quarter Appeal update – TBC - Prow Working Group - Welcome to Newbury Signs
1 st September 25	<ul style="list-style-type: none"> - Eagle Quarter update - NDP Update.
29 th September	-
27 th October	-

To add: London Road Industrial Estate – presentation from West Berks District Council.