**Minutes of a meeting of the Planning and Highways Committee**

**held in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury**

**20/06/2022 at 7:30pm/10:30.**

**Present**

Councillors; Nigel Foot (Chairperson); Gary Norman (Deputy Chairperson); Jo Day; Roger Hunneman; Pam Lusby Taylor; David Marsh; and Jon Gage

**In Attendance**

Darius Zarazel, Democratic Services Officer (DSO)

**16. Apologies**

Apologies were received from Councillors Billy Drummond, Tony Vickers, Phil Barnett, Vaughan Miller, Jeff Beck, and Andy Moore who is substituted with Councillor Jon Gage.

**17. Declarations of Interest and Dispensations**

The Democratic Services Officer declared that Councillor David Marsh is also a Member of West Berkshire Council, which is declared as a general interest on his behalf and a dispensation is in place to allow him to partake in discussions relating to West Berkshire Council business.

**18. Minutes**

**18.1 Proposed:** Councillor Gary Norman

**Seconded:** Councillor Roger Hunneman

**Resolved:** That the minutes of the meeting of the Planning & Highways Committee held on 30/05/2022, be approved, and signed by the Chairperson.

**18.2 Officer’s Report on Action from Previous Meeting:**

A) On Councillor Roger Hunneman’s member’s question about the West Berkshire Council (WBC) inspection of ‘A boards’, the relevant WBC team responded, reporting that the last walked inspection of Newbury Town Centre was completed on Wednesday the 8th of June 2022, with the next inspection scheduled for early next month. If Councillors believe any specific boards are causing an obstruction, WBC would be happy to assess them.

B) On Councillor Phil Barnett’s member’s question requesting that NTC provide information notices about the type of wildflowers in our wildflower meadows, the response from the Green Spaces Working Group was that there is already signage at City recreation ground relating to the species found at that site on an information panel. For Victoria Park however, it was noted that it is difficult to identify which species will be there year on year, but it was agreed to look to arrange wildflower walks which would be open to the public and hosted by a specialist who can identify the species present on a specific year.

C) On Councillor Phil Barnett’s supplementary member’s question requesting that WBC also look into providing information notices about the type of wildflowers in their wildflower meadows, the WBC Grounds Maintenance team leader responded by saying that they are looking into this for the areas where there is suitable public access, such as Stroud Green and Bear Lane, but most of their other wildflower meadows are located on highway verges with no public access. They aspire to complete this within the year.

**19. Questions and Petitions from Members of the Public**Question received from Charles Garner:

*“Newbury Town Council's Strategy 2019-2024 states that the mission of the Council is 'Making Newbury a town we can all be proud of', and the first goal of this is to: 'Help make Newbury a unique, welcoming, safe & well cared for town'. Obviously, a key part of this is that pavements be safe, welcoming, and accessible by all of the public without obstruction.*

*Three years into this Strategy, this is the typical state of Newbury pavements - photos are viewable here:* [*https://tinyurl.com/ay9675ye*](https://tinyurl.com/ay9675ye)

*So my question is: Is it the view of Newbury Town Councillors that the above goal has been achieved or not? In either case, will Councillors please explain in detail?”*

Response from the Chairperson:

“Thank you for this question. The first goal in Newbury Town Councils Strategy is to 'Help make Newbury a unique, welcoming, safe & well cared for town’ and the Council will do everything in our power to make this the case. However, as the responsibility for ‘A-boards’ lies with the local Highways Authority, West Berkshire Council, this question and the specific issue raised cannot be dealt with by this Town Council. I will therefore request that this concern about A boards be forwarded onto the relevant WBC Officers with a response delivered directly to Mr Garner. In addition, as mentioned in the DSO’s report on actions from the previous meeting, any A-boards which are causing an obstruction should be reported to the Highways Maintenance department of West Berkshire Council for their assessment and action.”

Question received from Paula Saunderson:

1. *“Manor Park Field consultation*

*a. Has NTC requested, received and analysed the WBC Feasibility Study for this proposal before formulating your response tonight please?*

*b. Why has NTC chosen not to cascade information on this Consultation on its web site news and via its monthly Newsletter please?*

*2. LRIE Redevelopment*

*a. Has NTC had a presentation from the Project Manager – Katharine Makant - in readiness for tonight’s discussion?*

*b. Under the NPPF, the site will need to be assess for the Sequential & Exception Tests for Flood Risk as large parts of are within Flood Zones 3&2, so does the Council know whether these have already been conducted and if not when in the Project cycle are they scheduled for, please?*

*c. The Natural England Nutrient Neutral Directive for waterbody - GB106039023220 - Lambourn (source to Newbury) - covers a large part of the LRIE RE-development site, therefore does NTC know how this will affect the progress with the site?*

*d. I would like NTC to support the de-culverting of the Northbrook Stream, which is now subject to quite a few pollution events, and other LPAs have strong policies to De-culver Ordinary Watercourse so please can NTC consider this Proposal?”*

Response from the Chairperson:

“Thank you for these questions, I will answer them in order:

1. On the WBC Manor Park Sports Pitch Consultation:

1.a NTC is considering what WBC has presented in the form of their public consultation and will formulate our response to this consultation during item 7 on this meeting’s agenda based on that information.

1.b NTC has publicised this WBC consultation on both the NTC Twitter and Facebook accounts, as well as having this as an item on the agenda for the P&H Committee meeting for the 30th of May and this meeting on the 20th of June – both of which are publicly available. We believe that this is a sufficient level of publicity as this is not a NTC consultation. If NTC did run a consultation, it would follow our ‘Consultation and Engagement Policy’, available on the [NTC website](https://newbury.gov.uk/the-council/public-consultations/).

2. On the London Road Industrial Estate

2.a As of this meeting, NTC has not received a presentation from WBC Officers on the newly approved WBC plans for the LRIE redevelopment. If members would like to arrange this, it can be discussed during item 15 on this agenda – the ‘Forward Work Programme’.

2.b and 2.c As both of these questions are of a technical matter relating to WBC owned land, I will request that the DSO forward them onto WBC with a response delivered directly to Ms Saunderson.

2.d Whenever the Council receives these proposals it will be considered, and a response formulated.”

**20. Members’ Questions and Petitions**Question received from Councillor Jon Gage:

*“Members may be aware there is currently a national petition calling on the Ministry of Housing and Planning to ensure all new housing developments include ‘hedgehog highways’ – a 13cm hole in the bottom of a fence that allows hedgehogs to move freely between gardens to find food and a mate.*

*This very simple low cost change to planning requirements can have a significant impact in helping reverse the decline of British hedgehog populations.*

*Will this council adopt a policy of looking to ensure that all housing developments that are reviewed by this committee incorporate hedgehog friendly fencing. Will the council also be willing to lobby West Berkshire planning department to make such fencing a specific condition of planning being granted for housing developments and look to get the need for hedgehog highways identified in the local plan.”*

Response from the Chairperson:

“Thank you for this question and highlighting this issue for the Council to consider. As this would be a policy decision, and this Council makes its decisions through resolution of Committees and has no members with executive authority, I will request that this be raised during item 15 on this agenda – the ‘Forward Work Programme’. It is during this item where the Committee will be able to discuss their opinion about including this as a standalone agenda item for the next P&H Committee meeting on the 11th of July 2022, at which point it can be debated, and if agreeable to the Committee, resolved to adopt this policy.”

**21. Schedule of Planning Applications**

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

It was agreed to request that the Planning Authority require that proposed and existing plans be present in the same document rather than two documents, as is common. This requested for greater ease of access.

**22. West Berkshire Council Proposed Sports Pitch at Manor Park Recreation Ground, Stoney Lane, Newbury, RG14 2NG**

**Proposed:** Councillor David Marsh

**Seconded:** Councillor Jo Day

**Resolved:** That the Council strongly objects to the proposed Manor Park Sports Pitch and to send the following response to WBC:

“Newbury Town Council have an interest in any proposal for Manor Park as the left section of this site falls within our Parish boundary, in the Clay Hill Ward, and the residents affected (in both a positive and negative way) would likely reside in Newbury.

The Council has resolved to strongly object to this proposal for the following reasons:

* The park is currently enjoyed by residents as a place for casual recreation activities.
* The site forms part of an important natural part of the sustainable drainage system for the Clay Hill Ward of Newbury and this development could potentially cause an increased flood risk for the local residents – specifically the proposals for up to 30 parking spaces.
* The proposed toilet block might attract anti-social behaviour.
* It is not the right sight to attract residents from across West Berkshire.
* This development would compound the effects of the large Coley Farm development.
* There is a lack of adequate information regarding the extent of the work needed to complete the project. For example, the details involving the earth and drainage works should be expanded upon and provided as part of the consultation documents.
* That there would be negative environmental impacts resulting from the levelling of the ground for the sports pitch.
* And that Cold Ash Parish Council also objects to this Sports Pitch.

In addition, the Council would like clarification as to whether this site is being proposed as a replacement for the loss of a grass pitch at the Newbury Rugby Club. If so, the council would like this information to also be included as part of the consultation. Furthermore, the Council would like to be informed about what other sites were considered by WBC for sports pitches, and specifically why this site at Manor Park was chosen over them, beyond the fact that it is owned by WBC.

The Council was also invited to put forward other sites where we believe additional sports pitches could be provided. These sites include:

1. The Faraday Road Football Ground (already owned by WBC)
2. The Facilities at Trinity School”

**23. Updates on Section 215 of the Town and Country Planning Acts**

**23.1** The Committee received and noted the status of the buildings and lands on the Councils Section 215 list.

Specifically, the area at the Newbury Railway Station from the ticket office to Cheap Street was noted as being in a bad state.

In addition, it was agreed that dates would be added to the actions for each item.

It was agreed to invite WBC Enforcement to present to the Committee on what standard would meet the level needed for the issuing of a Section 215.

**23.2 Proposed:** Councillor David Marsh

**Seconded:** Councillor Nigel Foot

**Resolved:** That the vacant property on Kingsbridge Road be added to the Council’s Section 215 table of building and lands which are considered to be injurious to the amenity to the area.

Items where enforcement action could be taken but do not fall into the category of Section 215’s (such as incomplete developments) were recommended to be forwarded onto the DSO where they can be brought to the attention of WBC Enforcement.

**24. Notification of Local Public Inquiry into Donnington Square Claimed Public Footpath**

**24.1 Proposed:** Councillor Nigel Foot

**Seconded:** Councillor Jo Day

**Resolved:** That the Council supported the inclusion of the public footpath in the definitive map.

**24.2 Proposed:** Councillor Jon Gage

**Seconded:** Councillor Jo Day

**Resolved:** That Councillor Nigel Foot be nominated as NTC’s representative to the public inquiry on the Donnington Square Claimed Public Footpath on the 15th of November 2022, if available.

**25. Update on the Enterprise Car Club in West Berkshire**

The Committee received and noted the progress update for the Enterprise West Berkshire Car Club and agreed to send to following comments to the relevant WBC Officer in response:

* Are there any targets set for car club membership or usage?
* The Council would like much more publicity and public awareness in this scheme from WBC, possibly in conjunction with Enterprise.
* The Council would like the Car Club included as a required contribution from developers in new planning applications.

The Council also expressed a desire to continue receiving these updates.

**26. Update from the Canal Corridor Working Group**

The Committee received and noted the minutes of the last CCWG meeting on the 14th of June 2022 and agreed with the Working Group that more basic services are needed for boaters.

It was agreed to write to WBC saying that Canal Corridor Working Group was disappointed that WBC was not represented at their last meeting and would like to see them at the next meeting.

**27. Update from the Town Centre Working Group**

The Committee received and noted a report on the minutes of the last TCWG meeting on the 15th of June 2022. Key information included that WBC have hired consultants to look at phasing The Wharf and that they are looking to get funds from the Shared Prosperity Fund.

**28. Update from The Western Area Planning Committee**

The Committee received an update about future site visits and WAP Committee meetings.

It was agreed to ask Councillor Tony Vickers about clarification of the status of the Eagle Quarter application with the WAP Committee.

**29. Larger Planning Applications**

The Committee discussed the arrangements for how the Councillors will deal with large planning applications – applications with lots of associated documents.

It was agreed that larger applications will be highlighted for the DSO who will ask the relevant WBC Case Officer for more information and clarification as to what the application is asking.

In addition, the DSO was requested to write to WBC to inquire about applications requiring a schedule of amendments/key information in all larger applications.

**30. Forward Work Programme for Planning & Highways Committee**

The Committee agreed to add the following item(s) to the Forward Work Programme:

* Hedgehog Highways as a requirement in planning applications

**There being no other business, the Chairperson declared the meeting closed at 21:27 hrs.**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chairperson**

**Appendix 1**

**Planning and Highways Committee Meeting**

**Schedule of Planning Applications**

**20/06/2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Running Order** | **Resolutions** | **Ward** | **Application**  **Number** | **Location and Applicant** | **Proposal** |
|  | Objection based on:   1. Potential Access issue on Deadman’s Lane. 2. The removal of too many mature trees. 3. The overdevelopment of the area.   Cllr Gary Norman abstained. | Adjacent Parish | [21/00636/OUTMAJ](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00636/OUTMAJ) | Premier Inn, Pinchington Lane, Newbury, RG14 7HL, for Whitbread Group PLC | Outline planning application for up to 9 no. dwellings and all associated works. Matters to be considered Access, Layout and Landscaping.  **Amended:**  The main changes to the application include: 1) A Flood Risk Assessment and Drainage Strategy Report has been submitted (ref: P21-989 dated 12/4/22).  2) The Landscape Strategy and Masterplan have been amended (document ref: P21-989 dated 12 April 2022 and drawing number 943-MP-01 Rev B) and an additional Landscape Strategy for Vegetation (drawing number 943-ST-01) have been submitted following the comments from the Tree Officer.  3) The location plan has been amended to include all of the land within the application site including the highway verge on Deadmans Lane (drawing number AP01 Rev P4).  4) The Proposed Housing Site Plan has been amended to include the highway verge along Deadmans Lane and additional proposed landscaping (drawing number AP03 Rev P7).  5) An amended certificate has been submitted advising that the Highway Authority have been notified due to the change in the application site boundary to include the verge along Deadmans Lane.  **NTC Comment:**  “No objection. Cllr Jo Day abstained”  (13/09/2021) |
|  | No objection subject to the Tree Officer’s recommendations. | Clay Hill | [22/01216/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01216/HOUSE) | 56 Two Rivers Way, Newbury, RG14 5TE, for Mr & Mrs Harbud | Side extension to create new garage to include additional bedroom in roof space created and conversion of existing garage to habitable space with internal alterations. Tree pruning to nearby tree in accordance with arborculturalist report submitted. |
|  | No objection.  Comment:  The block plans shows a rear extension (‘family room’) but this is not mentioned in the application description. Could clarification about this be provided? | Clay Hill | [22/01279/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01279/HOUSE) | 33 Hopwood Close, Newbury, RG14 2PG, for Mr T. Fu | Front Porch (3mx2m). |
|  | No objection. | Clay Hill | [22/01352/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01352/ADV) | Unit 1, 125 London Road, Newbury, RG14 2BX, for Salvation Army Trading Company Ltd | (i) Installation of 4No. illuminated fascia signs (ii) Installation of of 5No. non-illuminated fascia signs. |
|  | No objection. | East Fields | [22/01305/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01305/HOUSE) | 20 Westlands Road, Newbury, RG14 7JY, for Mr & Mrs Bluff | Retrospective Conversion of existing garage into habitable space incorporating single storey rear extension to incorporate utility space. |
|  | No objection subject to Highways Officer’s recommendations. | East Fields | [21/01920/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01920/FUL) | Newbury Retail Park, Pinchington Lane, Newbury, RG14 7HU, for F&C Commercial Property Holdings Ltd | Alterations to existing access road and drive-thru.  **Additional Plans:**  The main changes to the application include:  1) A Stage 1 Road Safety Assessment (RSA) has been undertaken and provided together with comments from the designer.  2) The Proposed Site Plan has been amended to account for the results of the Stage 1 RSA.  **NTC Comments:**  “No objection”  (04/10/2021)  “No objection subject to sufficient pedestrian access”  (23/08/2021) |
|  | No objection. | Wash Common | [22/01246/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01246/HOUSE) | 11 Bledlow Close, Newbury, RG14 6RX, for Mr D. Harrison | Conversion of integral garage to home office. |
|  | No objection. | Wash Common | [22/01368/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01368/HOUSE) | Little Russett, Kendrick Road, Newbury, RG14 6PW, for Mr & Mrs Bryne | Rear single story extension, with small two story extension, replacement of flat dormer to pitched on front elevation, window replacements throughout, relocation of main entrance, extension to garage roof to create dry standing open porch, and timber cladding to select areas of property. |
|  | No objections subject to Conservation Officer’s recommendation. | West Fields | [22/01297/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01297/ADV) | 16 Bartholomew Street, Newbury, RG14 5LL, for Mrs A. Ashokan | Paint/overlay existing signage on the front elevation of the building. Hand painted logo in red with black inner detail. 'Sushizen' proposed to be painted in white. Existing A1 menu board to be painted black and have a changeable printed menu displayed inside. |
|  | No objections subject to Conservation Officer’s recommendation. | West Fields | [22/01298/LBC2](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01298/LBC2) | 16 Bartholomew Street Newbury West Berkshire RG14 5LL, for Mrs A. Ashokan | Listed Building Consent sought to support Advertisement Application for signage to the front of the building. |
|  | No objection.  Comment:  1) The Council would like assurances that a viable echo circle be provided with this application.  2) The documents are difficult to interpret as to what is being applied for in the application. | West Fields | [22/01151/FULEXT](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01151/FULEXT) | Former Newbury Bus Station, Market Street, Newbury, RG14 5DP, for Equans | Section 73a Variation of Condition 2 (Approved Plans) of previously approved application 16/00547/FULEXT: Site clearance, demolition and the erection of 232 dwellings with associated car parking, residents' hub and management office; 816sqm of flexible commercial floor space (Class A1 (retail) / A2 (financial services)/A3 (restaurants and cafes) / A4 (drinking establishments) or B1 (offices)) and a multi-storey car park. Pedestrian access arrangements, hard and soft landscaping and other ancillary development/infrastructure. |
|  | We support this application. | West Fields | [22/01392/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01392/HOUSE) & [22/01393/LBC2](http://planning.westberks.gov.uk/rpp/index.asp?caseref=22/01393/LBC2) | 5 Park Terrace, Newbury, RG14 1ED, for Mr K. Hanney | The proposed work comprises Installation of a first floor shower room to the rear box room. Recovering of the main roof (and installation of insulation) Recovering of the extension roof (and installation of insulation) Installation of cavity wall insulation to rear extension Re-render to front elevation Repairs to brickwork and repointing to rear elevation. |