

13/06/2023.

To: Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore 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 19 June 2023 at 7:30 pm.**

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, if required, streamed via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/84962577946?pwd=bjZuTnVXQm9JWVFLR3ZLTBxbI3UT09&from=addon>

Meeting ID: 849 6257 7946

Passcode: 396027

Hugh Peacocke
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 22/05/2023 (Appendix 1.1 and 1.2)

Town Hall, Market Place, Newbury, RG14 5AA

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4. **Questions and Petitions from Members of the Public**
Questions, in writing, must be with the CEO by 2:00 pm on Friday 16th June 2023.
5. **Members' Questions and Petitions**
Questions, in writing, must be with the CEO by 2:00 pm on Friday 16th June 2023.
6. **Schedule of Planning Applications (Appendix 2)**
To Comment on the planning applications listed at the attached schedule.
7. **Update from The Western Area Planning Committee**
To Receive an update on any relevant business from the Western Area Planning Committee.
8. **Section 215 Updates (Appendix 3)**
To receive an update on lands and buildings within the Town Council area which "adversely affect the amenity of the area".
9. **Forward Work Programme for Planning & Highways Committee (Appendix 4)**
To Note and 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 at 7:30 pm on Monday 22nd May 2023, in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury,

Present: Councillors Vera Barnett, Jo Day, David Harman, Roger Hunneman, Ian Jee, Pam Lusby-Taylor, David Marsh, Vaughan Miller, Andy Moore and Gary Norman.

In Attendance

Hugh Peacocke (Chief Executive Officer)

1. Apologies

Apologies received from Councillors Nigel Foot (Sub Pam Lusby-Taylor) and Tony Vickers (sub Gary Norman)

Absent: Councillors Sam Dibas and Phil Barnett.

2. Declarations of Interest and Dispensations

The CEO declared that Councillor David Marsh was 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.

Councillor David Harman declared his interest in application no. 2, Appendix 2 (Ref. No. 21/01452)- he had a previous contract with the applicant but no current interest.

3. Election of Chairperson and Deputy Chairperson

The CEO invited the meeting to nominate a chairman for the committee for the coming year.

Proposed: Councillor Gary Norman

Seconded: Councillor Jo Day

That Councillor Andy Moore be elected as Chairman of the committee for the coming year.

As there were no other nominations, the CEO put the proposal to a vote, which was carried unanimously.

The Chairman invited the meeting to nominate a Deputy Chairperson for the committee for the coming year.

Proposed: Councillor Andy Moore

Seconded: Councillor Ian Jee

That Councillor David Harman be elected as Deputy Chairperson of the committee for the coming year.

As there were no other nominations, the Chairman put the proposal to a vote, which was carried unanimously.

4. Minutes of the Meeting of the Planning and Highways Committee held on Monday 24th April 2023.

Proposed: Councillor Gary Norman

Seconded: Councillor Jo Day

Resolved: That the minutes of the meeting held on 24th April 2023, be approved and signed by the Chairperson.

5. Actions from previous meetings

The CEO reported that the Council's responses to consultations on planning applications and licensing applications had been sent to West Berkshire Council.

6. Questions from members of the public

None

7. Members' Questions and Petitions

A) Question received from Councillor Roger Hunneman:

Ward Members for Wash Common have received a number of complaints about the run down and neglected appearance of Monument Close. I have spoken with the Manager of the Coop store there and I was told that the glass to repair the boarded-up window (as a result of the ram raid back in January) has been on back order and is now available for the window to be repaired in the next few weeks. However there is still a boarded-up window (as a result of an earlier ram raid) at the empty McColl's newsagent, a severe water leak, damage to the road surface and broken bollards etc leading to a run down and neglected appearance, damaging the amenity of the surrounding area. Can the Town Council make enquiries of the Landlord or his agent to get these matters resolved or failing this can action be requested from West Berkshire Council for action under Section 215 of the Town and Country Planning Act.

The Chairman answered as follows:

If the contact details for the landlord or their agents for these properties are forwarded to the CEO, the Council will request them to take the required action.

B) Question received from Councillor Meg Thomas:

A resident has asked why there are no Ubers in the area. I am wondering if they have ever applied for a licence. I know the taxi fares are some of the highest in the country. Perhaps the Council could ask the West Berks Officers if Uber have ever applied for a licence.

The Chairman answered as follows:

The Council will ask the West Berks Officers if Uber have ever applied for a licence.

8. Schedule of Planning Applications

The Chairman told the meeting that the 6 applications before the meeting met the Council's criteria for adding to the agenda, which are as follows:

- a. All applications which require Listed Building consent
- b. All applications which result in an extra dwelling
- c. Any substantial non-residential proposals
- d. Any applications where there are objections on the WBC Planning Portal, or if any member of the public has written to NTC about an item.

Resolved that the observations recorded as Appendix 1.2 to these minutes be submitted to the planning authority.

9. Schedule of Licensing Applications

The meeting considered the licensing application from Podium Paddock, Unit C, 31 Bone Lane, RG14 4SH.

Proposed: Councillor Gary Norman

Seconded: Councillor Jo Day

Resolved: No objection, subject to condition that there should be no noise pollution to the closest residents.

10. Neighbourhood Development Plan Steering Group

The meeting received the Terms of Reference for the NDP Steering Group.

Proposed: Councillor Gary Norman

Seconded: Councillor Jo Day

Resolved: To approve the Terms of Reference as presented.

Proposed: Councillor Gary Norman

Seconded: Councillor Andy Moore

Resolved: To appoint the following Members to the Council's NDP Steering Group: Councillors: Nigel Foot, Vaughan Miller, Gary Norman, Martha Vickers, Andy Moore and David Harman.

Lay members: Ian Blake, Paul Millard, Anthony Pick, Louise Sturgess, and Kim Whysall-Hammond. The Committee noted that there was a vacancy for a Lay member, to be filled by the Steering Group.

11. Working Groups

The meeting received the Terms of Reference for the Committee's Working groups as well as the previous list of Working group members.

Proposed: Councillor Vaughan Miller

Seconded: Councillor Jo Day

Resolved: To Approve the Terms of Reference of the Committee's Working Groups, without any amendments, except that the Sandleford Park Joint Working Group should be re-named the Sandleford Joint Working Group.

Proposed: Councillor Andy Moore

Seconded: Councillor Gary Norman

Resolved: To Approve the memberships of the Committee's Working Groups, as follows:

- A) The Canal Corridor Working Group: Councillors Roger Hunneman, Steve Masters and Ian Jee (Cllrs Martha and Tony Vickers to be invited)
- B) The Heritage Working Group: Councillors Gary Norman, Nigel Foot and Billy Drummond
- C) The Sandleford Joint Working Group: Councillors Roger Hunneman, Tony Vickers and David Marsh
- D) The Town Centre Working Group: The Chairs of Policy and Resources, Planning and Highways and Community Services Committees, as well as Councillor David Marsh

12. Update from The Western Area Planning Committee

No meeting since the last meeting of this Committee.

13. Forward Work Programme for Planning & Highways Committee

Noted.

There being no other business, the Chairperson declared the meeting closed at 9.47 pm

Signed: _____
Chairperson

Date: _____

**Planning and Highways Committee Meeting
Schedule of Resolutions on Planning Applications
Made at the meeting held on 22/05/2023**

Application Number	Location and Applicant	Proposal	Resolution/ Comments
<u>23/00963/OUTMAJ</u>	Land at Kennet Reach Ham Mill London Road Newbury for Mr C R Muller	Application for Outline Planning Permission with some matters reserved: Redevelopment of the site to provide a care home (Use Class C2) with associated car parking, landscaping, and access. Matters to be considered: Access, Appearance, Layout and Scale.	Objection on the following grounds: Inappropriate site, flooding risk, height of buildings, impact on next door business, too close to the river, density of the development, scale of the development, access arrangements and contaminated land.
<u>21/01452/FULEXT</u> (Amended plans)	Land South Of, Waller Drive, Newbury for CALA Management Ltd	PROPOSAL: Full planning application for the redevelopment of the site for 48 dwellings (Use Class C3), public open space, play space, drainage, parking and associated access, infrastructure, landscape, ancillary and site preparation works, including demolition of existing structures and removal of existing hardstanding.	No Objection. However, the developers should be required to provide a level of affordable housing. The planning authority should have regard to the cumulative flooding impact of this proposal.
<u>23/00980/HOUSE</u>	2 Bunkers Hill, Newbury for Mr M Eminovs	First floor side extension.	Objection: the proposed extension is too high.
<u>23/00870/FUL</u>	The Old Farmhouse, 3 Kennet Road, Newbury for Four Acre	Change of use of outbuilding to one dwelling.	Objection: overdevelopment.

Application Number	Location and Applicant	Proposal	Resolution/ Comments
23/00841/TELE56	Telecommunications Mast, Monks Lane, Newbury for Cornerstone	Application to determine if prior approval is required for a proposed: Proposed Base Station upgrade to the existing 11m High Flagpole. Proposed removal and replacement of existing 11m High Flagpole with proposed 20m High Hutchinsons Engineering Apollo Street Pole, existing 1No. meter cabinet with proposed 1No. meter cabinet and existing 3No. cabinets with proposed 1No. cabinet and sidepod. Proposed installation of proposed 3No. Antennas, 1No. GPS Module and associated ancillary works. Existing 2.0m high bushes to be cleared and treated for proposed tower.	<p>Planning permission should be sought for this proposal.</p> <p>The developers should be required to demonstrate compliance with the requirements of the Code of Practice, in particular:</p> <ul style="list-style-type: none"> i. Site sharing and use of existing infrastructure, the sequential Approach to Site Selection and siting and design of the infrastructure. ii. Consultation with local planning authorities, local communities and other stakeholders. <p>If a planning application is required, This Council urges the Authority to make a decision within 56 days, rather than allowing an unconditional permission by default.</p>
23/00989/FULMAJ (Adjacent Parish)	Hambridge Lake Hambridge Road, Newbury for Mr Steve Hamilton	Construction of 9 holiday chalets and clubhouse with access from Hambridge Road, parking areas, new pedestrian links and ancillary works.	<p>Objection on the following grounds:</p> <p>Visual impact, light pollution, flood risk due to tree removal, impacts on ecology, including protected species, dark sky area, water quality and the neighbouring SSSI watercourses downstream, design and access, impact on the green gap between Newbury and Thatcham</p>

**Planning and Highways Committee Meeting
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23/00989/FULMAJ (Adjacent Parish)	Hambridge Lake Hambridge Road, Newbury for Mr Steve Hamilton	Construction of 9 holiday chalets and clubhouse with access from Hambridge Road, parking areas, new pedestrian links and ancillary works.	<p>Objection on the following grounds:</p> <p>Visual impact, light pollution, flood risk due to tree removal, impacts on ecology, including protected species, dark sky area, water quality and the neighbouring SSSI watercourses downstream, design and access, impact on the green gap between Newbury and Thatcham</p>

Planning and Highways Committee Meeting
Schedule of Planning Applications to be considered
19/06/2023

Running Order	Ward	Application Number	Location and Applicant	Proposal
1.	East Fields (Adjacent Parish)	23/01100/RESMAJ	History 3 Newbury Racecourse Racecourse Road Newbury for David Wilson Homes (Southern)	Application for Approval of Reserved Matters following Outline Approval 09/00971/OUTMAJ - Redevelopment of Newbury Racecourse to provide new and enhanced leisure, racing, administrative, and visitors facilities; new hotel and hostel; replacement children's nursery; the permanent retention of the Mill Reef Stand; replacement maintenance buildings, yard and workshops; replacement golf club house and apartment, floodlit driving range and remodelling of the golf course; up to 1,500 dwellings; local centre; combined heat and power district heating system; new and improved accesses; parking for visitors, staff and residents; open space and landscaping, signage, service infrastructure, and associated uses (minor changes to application 08/02201/OUTMAJ). Matters to be considered: Appearance, Landscaping, Layout and scale.
2.	West Fields	23/00993/LBC	3 London Road, Newbury for Ashmere Homes Ltd	The change of use and conversion of office accommodation on three floors to 3nos. HMOs and 1nos. self-contained flat on the ground floor with improvements to bin store and cycle store.
3.	West Fields	23/01031/FUL	Festival House, 39 Oxford Street, Newbury for Quintons (Newbury) Ltd	Change of use of existing building from B1 office use to C3 residential use (single residential dwelling) - Renewal of permission 17/00162/FULD issued 24 Mar 2017
4.	West Fields	23/01047/FUL	1 Toomers Wharf Canal Walk Newbury for Horsey Lightly Solicitors	Interior and Exterior refurbishment of existing 2 storey office building including external hard landscaping rearrangements
5.	West Fields	23/01048/LBC	1 Toomers Wharf Canal Walk Newbury for Horsey Lightly Solicitors	Interior and Exterior refurbishment of existing 2 storey office building including external hard landscaping rearrangements

Running Order	Ward	Application Number	Location and Applicant	Proposal
6.	West Fields	23/01008/LBC	63A Bartholomew Street, Newbury for Bite Express Ltd	Replacement of shop signage without altering the lighting and dimensions (from Vihn Kee to Bite Express). Interior decoration changes without altering the building's structural elements (such as 35 years old rotten/damaged or lost wall tiles changing to decorative wall panels/painting/wallpapers etc. according to aesthetic appearance). Repairing any time-related damages to the shop's interior and shop's front windows and frames without altering their structure/material or appearance. Any necessary replacements will match the original materials and appearance, with the option of changing the colour if needed. Changing the Use Class Order to restaurant/eat-in with the delivery and takeaway service if needed.
7.	West Fields	23/01232/ADV	44 Northbrook Street, Newbury for Howden Group Holdings Ltd	Fascia and projecting signage for commercial premises
8.	West Fields	23/01231/LBC	44 Northbrook Street, Newbury for Howden Group Holdings Ltd	Fascia and projecting signage for commercial premises
9.	West Fields	23/01372/FUL	Pound Court Pound Street Newbury for Newbury Soup Kitchen	Change of use from office space to mixed use for storage, preparation, cooking of food for the homeless and vulnerable community, and ancillary offices and outreach use, and associated ventilation and extraction equipment, waste storage and vehicle and cycle parking

Newbury Town Council

List of Proposed Section 215 Lands/Buildings

June 2023 Update

Land/Building		Owner/Responsible Person	Position as of 05/12/2022	Comments/Proposed Further Actions
1.	The building south of the old post office (41, Cheap Street)	Living Club Ltd	<p>Amended application <u>20/01210/FULD</u> for “alterations to ground floor retail space and conversion of part of ground floor and first floor into a 6 bed HMO”, approved by WBC on 10/06/2022</p> <p>NTC P&H Committee Comment – “We support this application. Cllr Vaughan Miller abstained” (15/11/2021)</p> <p>No visual progress yet made (as of 28/07/2022).</p>	Request update from Enforcement
2.	The back of the British Heart Foundation shop (on the canal)	BHF	<p>Awaiting planning application.</p> <p>“Our consultants are currently out to tender with a comprehensive package of external works, of which include the repairs to the rear elevation. I am anticipating tenders to be returned in the next two weeks and we should be in a position to place an order shortly after that.” (22/07/2022)</p>	Pursue with BHF
3.	Newbury Railway Station - the land from the ticket office to Cheap Street	Network Rail	Contacted Great Western about them pursuing this with Network Rail or forward on a contact. (12/07/2022)	Pursue with GWR
4.	Wharf Street	Public highway, where businesses leave their rubbish bins, which is now a high-profile, strategic entrance to the town centre since the new bus terminal opened	<p>From the BID:</p> <p>“West Berkshire Council are dealing with this and have been taking enforcement action, but from what I understand their powers are limited. We have asked businesses to label their bins, but unfortunately we don’t have any power to enforce this request and none have chosen to take this action thus far. We have highlighted the need for a place for bin storage in this area as part of WBC’s proposals for The Wharf. We have another site visit with WBC scheduled for next week (w/c 8th Aug) and will continue to raise this issue with them.” (02/08/2022)</p>	Ask WBC to consider this matter in the context of The Wharf re-development proposals

Land/Building		Owner/Responsible Person	Position as of 05/12/2022	Comments/Proposed Further Actions
5.	The BT Tower	Initial response from BT was that Tellereal Trillium are the owners, as the building was part of a sale and re-lease programme undertaken by BT in the early part of this century. The lease runs until 2030. However, TT pointed out that BT are responsible for the upkeep of the building.	Submitted to the WBC Planning Enforcement team. It was deemed that there was “insufficient [visual] harm to warrant the service of a formal [Section 215] Notice” (Received on 15/03/2022)	Resubmit request to WBC Planning Enforcement.
6.	The land to the east of Fir Tree Lane and the junction with London Road (https://w3w.co/falls.movies.oval)		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
7.	380, London Road, Newbury, RG18 3AA		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
8.	Land adjacent to Roebuts Close and Ladybirds pre-school		Submitted to the WBC Planning Enforcement team. It was deemed that there was “insufficient visual harm and therefore justification to serve a S.215 Notice upon the land owner[s].” (18/12/2021)	Ask enforcement to review in light of recent improvements to surrounding area.
9.	the 2 empty houses, 45 and 47 Cromwell Road, Newbury, RG14 2HP		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
10.	88 West Street		Submitted to the WBC Planning Enforcement team. Followed up on 15/07/2022.	Request update from Enforcement
11.	65 Kingsbridge Road, Newbury		Submitted to WBC for S215 enforcement action on 04/10/2022.	Request update from Enforcement

Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 19 June 2023.

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.
Each November	Review of KPI's for Planning and Highways Committee
	Send Budget and Strategy proposals to RFO
2023	
11 September	Review of Planning Applications consultation arrangements