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

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

**13/09/2021 at 7:30pm/19:30.**

**Present**

Councillors; Nigel Foot (Chairperson); Phil Barnett; Jeff Beck; Jo Day; Billy Drummond; Pam Lusby Taylor; David Marsh; Andy Moore; Tony Vickers; Jon Gage; Vaughan Miller

**In Attendance**

Darius Zarazel, Democratic Services Officer

**49. Apologies**

Apologies received from Councillors Gary Norman and Roger Hunneman, who is substituted with Councillor Jon Gage.

Councillor Vaughan Miller left the meeting at 21:33

Councillor David Marsh left the meeting at 21:45

**50. Declarations of Interest and Dispensations**

The Democratic Services Officer declared that Councillors Phil Barnett, Jeff Beck, David Marsh, Andy Moore, Billy Drummond, and Tony Vickers 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. Councillors Phil Barnett, Billy Drummond, and Tony Vickers are also Members of Greenham Parish Council.

The Democratic Services Officer made the following statement on behalf of Councillors Phil Barnett and Tony Vickers who are Members of West Berkshire Council Planning Committee and Jeff Beck and Andy Moore who are Substitute Members of West Berkshire Council Planning Committee: "I wish to make it clear that any comments I make tonight are only being made in relation to the formulation of the Town Council's view and is not in any way prejudging the way that I may vote when any application is considered by West Berkshire District Council. At that time, I will weigh up all the evidence.”

Councillor Jeff Beck declared an interest in item 8 of Appendix 2. He lives in Sycamore Rise but doesn’t not live close to the application and will still vote.

**51. Minutes**

**51.1 Proposed:** Councillor Billy Drummond

**Seconded:** Councillor Andy Moore

**Resolved:** That the minutes of the meeting of the Planning & Highways Committee held on 23.08.2021, be approved, and signed by the Chairperson.

**51.2 Officers Report on Actions from Previous Meeting and any Ongoing Items:**

A) The Committee noted the response to Councillor Norman’s question about the 5G mast on Link Road from the WBC Team Leader for Development Control.

B) The Committee noted an update on Speed Indicator Device (SID) training for volunteers.

C) On the NTC bid to WBC for active travel signage, resolved on the 12th of July 2021, WBC have received our resolved route and we are waiting on them to determine the exact signage placement.

**52. Questions and Petitions from Members of the Public**There were none.

**53. Members’ Questions and Petitions**Question received from Stuart Gourley:

*“Outside Craven Dene, off London Road, there is public footway, next to public highway (London Rd), the footway and public highway are next to WBC owned land. The hedges, bushes and trees on this land neighbouring the footway is causing potential safety issues by blocking visibility of vehicles, pedestrians and vulnerable road users entering, exiting, and crossing the junction of Craven Dene and the A4 London Road.*

*Alongside the reduced visibility issue, the overgrown vegetation, and the unkept footways creates a pinch point, and reduces the safety, for pedestrians and vulnerable road users using this footway to transit along the A4 next to a very busy trunk road.*

*It’s important with the climate emergency declared that pressure is put on West Berks to make sure our footways, and junctions with roads are safe for all users.*

*Therefore, will Newbury Town Council support asking/lobbying West Berks Council to review and correct the below issues and concerns:*

* *Clear and cut back the bushes and trees adjoining/overhanging the footway along the A4 causing visibility issues*
* *Clear the dirt/leaves and build up on the footway which at points is several inches deep, and extends up to 1 metre out from the wall into the footway, vastly reducing the usable space of this footway*
* *Review if signage/road markings could be put in place to warn road users/pedestrians that there is an entrance junction at this point (which is otherwise hidden), and to be aware of people entering or exiting this junction.*
* *It’s clear this stretch of land and footway has not been maintained in a long time. What is the maintenance schedule for footways and vegetation on WBC land?”*

Response from the Chairperson:

“Thank you very much for the question and bringing this to our attention. This stretch of highway, outside Craven Deane, has experienced overgrowth which does look as if it could cause safety issues for both road users and pedestrians, such as the partial obscuring of road signage.

For this reason, I believe all your suggestions are appropriate and we will write to WBC to lobby for the cutting back of the overgrown vegetation, clearing up of the dirt and leaves, and better signage about this entrance, if necessary.

Also, as I believe it would be beneficial for this Committee to get a better understanding of how sites like this are monitored by WBC, and what schedule they operate in regard to routine maintenance, I will also ask that the DSO write to WBC about this as well.”

Question received from Tony Vickers:

*“Will the Chairman please note that the recently completed new Market Street development multi-storey car park cannot be opened until the Condition relating to the development’s Parking Management Plan is discharged and that Cllr Moore, as District Ward Member, and myself have asked that this be brought back to Western Area Planning Committee in due course, because of the strategic significance of this parking resource to Newbury and surrounding area and because the national and local travel patterns have changed, largely as a result of Covid and changes to working patterns since planning consent was granted to the Applicant Graingers. Will the Chairman agree to invite relevant officers of the Planning Authority to present to this Committee when the relevant planning application has been registered?”*

Response from the Chairperson:

“Thank you for this question.

I have contacted the WBC Case Officer on the Market Street development about this question and received information that:

“As it stands at the moment the multi storey car park (MSCP) cannot be used until a Parking Management Strategy (PMS) has been submitted to, and approved in writing, by the LPA.”

However, the Case Officer also mentioned that WBC staff will use the MSCP while the rest of the development is under construction. This was considered necessary as it would allow for development to commence on the site that is currently being occupied by the temporary WBC car park.

The PMS is being negotiated between WBC and the applicant and will be submitted as part of a condition discharge application, which will be reviewed by the LPA and the Highways department.

When NTC are consulted on this application, I will request that that DSO invite relevant Officers from the LPA to this committee to discuss the application.”

Supplementary point by Tony Vickers:

*“I spoke to chair of the WAP and the Principal Planning Officer for the WAP who confirmed that when the condition comes forward for discharge, it will be called into the Committee for a public debate before the end of the year as the MSCP is a strategic parking resource”.*

**54. Schedule of Planning Applications**

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

**55.** **Schedule of Licensing Applications**

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

**Proposed:** Councillor Nigel Foot

**Seconded:** Councillor Andy Moore

**Resolved:** That the business of the meeting can be concluded by 22:30 and accordingly that the meeting be extended.

**56. Update on Car Club Services in Newbury**

A representative from Enterprise was not available to present to this Committee. However, we are in contact with them and they intend to present to the next meeting of the P&H Committee, on the 4th of October, about their new Car Club operations in Newbury.

**57. Consultation: West Berkshire Council’s Local Flood Risk Management Strategy 2021-2026**

WBC agreed to accept NTC’s comments to this consultation at the next P&H Committee meeting on the 4th of October.

**58. Motion received from Councillor Tony Vickers**

**Proposed:** Councillor Nigel Foot

**Seconded:** Councillor Andy Moore

**Resolved:** NTC request that WBC, the Environment Agency, and Thames Water set up a Greater Newbury Area Flood Forum.

The parishes that this Council would like to see included in the Forum are Newbury, Greenham, Cold Ash, Shaw-cum-Donnington, Speen, and Enborne.

The Committee thank Councillors Tony Vickers for his work on this issue.

**59. Town and Country Planning Act 1990.**

**Application No:** [**19/02916/OUTMAJ**](http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/02916/OUTMAJ) **for proposed: Outline application for erection of 41 holiday chalets and clubhouse, access, parking and landscaping. Matters to be considered Access.**

The Committee noted the resumption of the appeal on the 14th of September 2021, at 10:00am.

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

**60.1** The Committee noted the progress on the items.

On item 4 – Newbury Railway Station (the land from the ticket office to Cheap Street), the DSO will follow-up with Great Western for progress.

**60.2**  The building on London Road immediately to the east of Pelican Lane (used to be used as offices) was agreed to be added to the list.

**61. Update on Newbury’s Neighbourhood Development Plan**

A Planning Consultant reviewed the NTC-WBC SLA and suggested that it be signed. The SLA was signed by the NTC CEO and was submitted to WBC on the 7th of September.

We are now beginning the process of applying for grant funding and putting out for tender for a NDP Planning Consultant. We will also be publicising the call for volunteers for the Newbury NDP Steering Group from around the 1st of October with the desire of presenting a list of volunteers to the P&H Committee for confirmation at the meeting on the 15th of November.

**62. Update from the Sandleford Joint Working Group**

An update from the SJWG was received and noted by members.

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

An update from the WAP Committee was received and noted by members.

**64. Newbury Community Football Ground**

No further updates were received beyond that which was discussed during the debate over application [21/02173/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02173/COMIND), item 3 on Appendix 1 of these minutes.

**65. Affixing of the Town Council Seal**

**Proposed:** Councillor Tony Vickers

**Seconded:** Councillor Billy Drummond

**Resolved:** That the Council seal the Deed of Variation between NTC and Clear Channel UK**.**

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

No further items were added to the Forward Work Programme.

**There being no other business, the Chairperson declared the meeting closed at 22:13 hrs.**

**Chairperson**

**Appendix 1**

**Planning and Highways Committee Meeting**

**Schedule of Planning Applications 13/09/2021**

|  |  |  |  |  |  |
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| **Running Order** | **Resolutions** | **Ward** | **Application**  **Number** | **Location and Applicant** | **Proposal** |
| 1. | No objection.  Cllr Jo Day 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. |
| 2. | No objection. | Adjacent Parish | [21/02234/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02234/FUL) | Former Gasworks Site, Hambridge Road, Newbury, RG14 5PF, for Viking Self Storage Newbury Ltd | Erection of 1no. Storage Unit (Class B8) including ancillary office use, with associated servicing and parking areas, landscaping and access from Hambridge Road. |
| 3. | Objection based on:   1. Failure to give adequate information about: noise pollution, light pollution, its impact on trees, transport (including active travel), impact on parking, and the facilities scalability (to higher ‘steps’) over time. 2. It is not a like-for-like replacement of the Faraday Road site: this proposed site is limited to Step 4, Faraday Road has the potential to go to Step 2. 3. The sports hub is unambitious on BREAM rating. 4. There are factual inaccuracies in the planning documents. For example, the site is within the Newbury Settlement boundary but is not described as such (on page 6 of the Design and Access statement).   Cllr Jeff Beck abstained.  Comment:  NTC’s strategy on football in Newbury is:  “Lobby WBC to: a) Provide a suitable football facility for Newbury’s Men’s, Ladies and Youth teams to play football at an equivalent or better standard than the old ground provided. This should be within the Newbury settlement area, with good walking and cycling access to the town centre, good public transport links and adequate parking. Inability to provision a suitable alternative site should result in the ground on Faraday Road being returned to its former standard or being redeveloped to an even better standard, with 3G pitches providing higher availability for matches and training. (As amended by Full Council on 20th May 2020)” | Adjacent Parish and Wash Common | [21/02173/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02173/COMIND) | Newbury Rugby Football Club, Monks Lane, Newbury, RG14 7RW, for Alliance Leisure Services | The proposed development is for a single storey sports pavilion building and car park providing facilities and social space to support a proposed artificial turf pitch, F2(C). The proposed artificial turf pitch forms part of this application and includes fencing, storage, spectator seating and artificial lighting. The building will provide approximately 400m² of internal floor space of use class F2(B). |
| 4. | No objection. | Clay Hill | [21/01819/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01819/HOUSE) | 30 Curling Way, Newbury, RG14 2PX, for Ms K Carson | Two storey side extension.  **Amended:**  Side extension enlarged  **Previous NTC Comment:**  No objection. |
| 5. | No objection. | Clay Hill | [21/02030/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02030/HOUSE) | 98 Turnpike Road, Newbury, RG14 2NF, for Mr & Mrs Riley | To convert existing integral garage into bedroom and construct new lobby within footprint of external porch canopy. |
| 6. | Objection based on the staircase shown in the application.  This is shown despite refusal from WBC in application [21/00445/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/00445/HOUSE). Enforcement should look to take action. | Clay Hill | [21/02036/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02036/HOUSE) | 14 Lime Close, Newbury, RG14 2PW, for Mr P. Kuzdak | A proposed development of a new single-story mini side extension to the existing dwelling, for the expansion of existing W/C area into a W/C & shower room combined. Please note, the applicant has already engaged an external building regs company that will support the build process once this planning application has been approved. |
| 7. | No objection. | Clay Hill | [21/02110/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02110/ADV) | Land Front of Unit 1 London Road Retail Park, London Road, Newbury, for Costa Ltd | Various fascia and directional signage. |
| 8. | Objection as it is out of character with the surrounding buildings. | Clay Hill | [21/02162/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02162/HOUSE) | 34 Sycamore Rise, Newbury, RG14 2LZ, for Mr & Mrs Collins | Proposed single storey front, single storey rear and first floor side extensions. |
| 9. | We support this application. | East Fields | [21/01950/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01950/FUL) | 14 Porchester Road, Newbury, RG14 7QJ, for Mr Naish | Re-cladding of asbestos clad garage with brick and tile with 2no. rooflights. Part garage conversion to home bakery with w.c. and conservatory extension to the west elevation. |
| 10. | We support this application. | East Fields | [21/02145/FULEXT](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02145/FULEXT) | Land Adjacent to Phoenix Centre, Newtown Road, Newbury, for Homes for West Berkshire LLP | The construction of 18 No. new homes composed of one and two and bed dwellings, all with associated access, parking, amenity and landscaping. |
| 11. | Objection based on the kitchen and toilet facilities being inadequate and the plans lack detail over the size of the rooms. | Speenhamland | [21/02033/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02033/FUL) | The Pilgrims Guest House, 33 Oxford Road, Newbury, RG14 1XB, for Pilrest Ltd | Change of use from guest house to HMO (sui generis). |
| 12. | No objection subject to construction vehicles not parking adjacent to the property. | Speenhamland | [21/02009/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02009/HOUSE) | 31 Burchell Road, Newbury, RG14 1TX, for Ms M. Fleming | Rear single storey flat roof extension, internal alterations to provide ground floor accommodation for disabled person. Hard standing drive and verge crossing with drop kerb. |
| 13. | Objection based on environmental health.  Cllr Jeff Beck abstained. | Speenhamland | [21/02172/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02172/COMIND) | Waitrose, Oxford Road, Newbury, RG14 1NB, for Waitrose Limited | Section 73 application to vary Condition No. 9 of previous permission [02/01012/COMIND](http://planning.westberks.gov.uk/rpp/index.asp?caseref=02/01012/COMIND) to allow an increase in delivery times. |
| 14. | No objection.  Comments:  The application could be used for the widening of Monks Lane footpath and the adding of a safe pedestrian crossing of the road. | Wash Common | [21/01998/FUL](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01998/FUL) | Old Bell, 215 Andover Road, Newbury, RG14 6ND, for S. Forrest | Renovation of existing building, rear ground floor extension to accommodate a new retail store (Class E) and dog grooming salon (sui generis) and change of use to veterinary practice (Class E) at ground floor; conversion of existing staff residential accommodation at first floor level into a self-contained 2-bedroom residential unit; updated car park layout and associated refuse and cycle storage. |
| 15. | No objection. | Wash Common | [21/01951/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01951/HOUSE) | 6 Cheviot Close, Newbury, RG14 6SQ, for Mr & Mrs Paul | Single storey rear extension following removal of conservatory. |
| 16. | No objection. | Wash Common | [21/02053/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02053/HOUSE) | 20 Wendan Road, Newbury, RG14 7AE, for Mr & Mrs Greaves | Demolition of existing garage and conservatory, replace with a new part single/part double storey rear and side extension, with a new front porch and garage. |
| 17. | No objection. | Wash Common | [21/02108/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02108/HOUSE) | 52 Elizabeth Avenue, Newbury, RG14 6HE, for Mr & Mrs Freemantle | Removal of existing carport and formation of new front porch with single story side extension for new garage and single story rear extension for additional  Rooms. |
| 18. | No objection. | Wash Common | [21/01841/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/01841/HOUSE) | 148 Andover Road, Newbury, RG14 6NT, for Bee Design | First Floor Rear and Side Extension. |
| 19. | No objection. | Wash Common | [21/02183/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02183/HOUSE) | 79 Conifer Crest, Newbury, RG14 6RS, for Mr & Mrs Penfound | Single storey rear extension and timber cladding to rear elevation of existing house. |
| 20. | No objection. | Wash Common | [21/02211/FULD](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02211/FULD) | 34 Culver Road Newbury West Berkshire RG14 7AR, for Mr D. O’Keeffe | Change of use of the two story side extension approved (04/0168/House) into a new dwelling with associated internal alterations and new parking. |
| 21. | No objection. | West Fields | [21/02048/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02048/HOUSE) | 73 Enborne Road, Newbury, RG14 6AP, for Mr & Mrs Duncan | Erection of a single storey extension to rear of property. |
| 22. | No objection. | West Fields | [21/02144/ADV](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02144/ADV) | 77 Northbrook Street, Newbury, RG14 1AE, for Adecco Group UK & Ireland | 1x Stencil cut powder coated aluminium fascia sign with pushed through LED illuminated text only  1x Double sided Stencil cut and powder coated aluminium projecting sign with pushed through acrylic text to illuminate only with LED's. |
| 23. | No objection subject to highways. | West Fields | [21/02109/FULD](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02109/FULD) | 25B - 25C Northbrook Street, Newbury, RG14 1DJ, for MEZ Properties Ltd | Convert the existing first and second floor retail storage space to provide 4 x residential flats and make some minor alterations to the exterior of the property to improve access and bin storage. |
| 24. | No objection. | West Fields | [21/02218/HOUSE](http://planning.westberks.gov.uk/rpp/index.asp?caseref=21/02218/HOUSE) | 34 Rectory Close, Newbury, RG14 6DD, for J. Smith | Proposed loft conversion and roof extension. Insert 1no new second storey window in front elevation facing the highway. |

**Appendix 2**

**Planning and Highways Committee Meeting**

**Monday 13th September 2021**

**Schedule of Licensing Applications**

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| **Resolutions** | **Licence** | **Applicant(S)** | **Premises** |
| Objection based on impact to nearby residents. | Licensing Act 2003 (Premises Licences & Club Premises Certificates) Regulations 2005  Premises Licence – Variation  Ref: **21/00705/LQN** | **Applicant:**  Aldi Stores Limited  **Location:**  Aldi, London Road, Newbury, Berkshire, RG14 1LA | **Proposal**:  The proposed variation is to amend the hours for the sale of alcohol and opening hours [from 08:00 to 23:00] to 06:00 to 00:00 every day of the week. |