

13/04/2021.

To: Councillors Phil Barnett; Jeff Beck; Billy Drummond; Nigel Foot;
Roger Hunneman; Pam Lusby Taylor; David Marsh; Vaughan Miller; Andy
Moore; Gary Norman; Tony Vickers, Jo Day

Substitutes: Councillors Jon Gage, Martin Colston, Stephen Masters,

Dear Councillor

You are summoned to attend a meeting of the **Planning & Highways Committee Monday 19/04/2021 at 7.00 pm.**

Join Zoom Meeting:

<https://us02web.zoom.us/j/89236888123?pwd=dXpKVitLT0orZmhyL21LSUpkYnJCUT09>

Meeting ID: 892 3688 8123

Passcode: 506442

Darius Zarazel
Democratic Services Officer

1. Apologies

Democratic Services Officer

2. Declarations of Interest and Dispensations

Chairperson

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)

Chairperson

To approve the minutes of a meeting of the Planning & Highways Committee held on Monday 29/03/2021 (already circulated).

3.1. Officers report on action from previous meeting

Chairperson

To receive an update

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4. **Questions and Petitions from Members of the Public**
Chairperson
(Questions, in writing, must be with the DSO by 2:00 pm on 19/04/2021).
5. **Members' Questions and Petitions**
Chairperson
(Questions, in writing, must be with the DSO by 2:00 pm on 19/04/2021).
6. **Schedule of Planning Applications (Appendix 2)**
Chairperson
To comment on the planning applications listed at the attached schedule.
7. **Schedule of Prior Approval Applications (Appendix 3)**
Chairperson
To comment, if relevant, on prior approval applications listed at the attached schedule.
8. **Consultation: West Berkshire Councils Active Travel plans for enhanced walking and cycling infrastructure (Appendix 4)**
Chairman
To comment on the Active Travel Plans.
9. **Consultation: West Berkshire Councils Local Plan Review, Settlement Boundary Review (Appendix 5)**
Chairman
To Comment on the Settlement Boundary Review.
10. **Consultation: West Berkshire Councils Environment Strategy Draft Delivery Plan (Appendix 6)**
Chairman
To comment on the Draft Delivery Plan.
11. **Update from The Western Area Planning Committee**
Chairperson
To receive an update on any relevant business from the Western Area Planning Committee.
12. **Forward Work Programme for Planning and Highways Committee (Appendix 7)**
Chairperson
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 by Virtual Meeting on Zoom
29/03/2021 7:00pm/19:00.**

Present

Councillors; Gary Norman (Chairperson); Nigel Foot (Vice-chairperson); Tony Vickers; Pam Lusby Taylor; Phil Barnett; Roger Hunneman; Andy Moore; Jeff Beck; David Marsh; Billy Drummond; Jo Day

In Attendance

Darius Zarazel, Democratic Services Officer

210. Apologies

Apologies received from Vaughan Miller.

211. 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 Gary Norman, on item 7, was contacted by the applicant (Mr Willsher) to supply information, but will still participate and vote on the item. Councillor Jeff Beck was lobbied on Item 1. Councillor Phil Barnett on item 1, spoke to a neighbour.

212. Minutes

On the Minutes of 08/03/2021, Item 189c, add detail about who Peter Burroughs is – ‘Peter Burroughs (University College London Hospitals, Essex Wynter Estate)’. Also, on item 188, add the specific item Jo Day declared an interest on – ‘item 6 on Appendix 2’.

Proposed: Councillor Jeff Beck

Seconded: Councillor Billy Drummond

Resolved: That the minutes of the meeting of the Planning & Highways Committee held on 08/03/2021, as amended, and 15/03/2021, be approved, and signed by the Chairperson.

213. Officers report on action from previous meeting:

A) We have applied to list 6 Northbrook Street and Heritage England are deliberating the request.

B) We have received an update from WBC on 40 Bartholomew Street (former Banjo Cycles). The owners are carrying out the required works and WBC are continuing to monitor the situation.

C) We have also received a response from Peter Burroughs, UCL Hospitals responsible for the Essex Wynter Estate, on the invitation to present to P&H. Due to the COVID-19 effects, they are behind their desired timeline for the Essex Wynter Estate, but will finalise their proposal shortly and then be in touch.

214. Questions and Petitions from Members of the Public

There were none.

215. Members’ Questions and Petitions

Question received from Councillor Phill Barnett:

“What will we do as councillors in regard to commenting on planning applications in the period from 6th May till 21st June”.

The Chairperson responded with the following answer:

“The statement from the Minister of State for Regional Growth and Local Government suggests that the Public must have the option of face-to-face access to Public Council meetings as from 7th May 2021. Officers are looking at what options NTC have in complying with the Legislation, making Risk assessments, and looking at alternatives, be it off site, added technology, or postponement. Once these options have been considered Members will be updated on how the Town Council can best comply with its Statutory obligations to provide Public access to meetings.”

Question received from Councillor Tony Vickers:

“Would the Chairman agree that the land owned by this Council at the bottom of Roebuts Close, which leads to an important footpath for St Barts School access, needs to be looked at to make it more attractive and potentially more useful to the local community?”

The Chairperson responded with the following answer:

“This question is a Community Services matter and we have referred it to the Community Services team who said that this land was devolved to NTC from WBC, and we are in talks with individuals and occupants around this land about its future use. However, it would be useful for Members to write to the Community Services Manager as to what these two small areas of verge could be used for.”

Question received from Councillor Tony Vickers:

“Will the town council, through you Chairman, join myself and Cllr Martha Vickers in pressing both the Highway Authority (responsible for public footpaths) and the Canal & River Trust (responsible for towing paths) in making urgent repairs to that part of the popular Speen Moors circuit that follows the canal towpath out of West Mills, which has been eroded by people allowing their dogs to swim in the canal, so that it is now a danger to use?”

The Chairperson responded with the following answer:

“The Council share this concern about this area of the canal, and we will write to both the Highway Authority and the Canal & Rivers trust to request that urgent repairs be made.”

Supplementary Question from Councillor Tony Vickers:

“An alternative location for dogs to swim is desirable. Northcroft is happy to let dogs swim in the River Kennet”.

Response:

“Assuming that dogs swimming in the canal is legally permissible, we should follow this up.”

Question received from Councillor Tony Vickers:

“Would the Chairman agree that the forthcoming Local Inquiry into the Appeal by Bloor Homes and the Sandleford Park Partnership against the decision by West Berkshire Council to refuse planning permission for their 1000+ new dwellings ought to be live-streamed, since there has been no meeting open to

the public on this hugely important proposal for our town for over 10 years, because all decisions to refuse permission have been carried out under delegated powers by planning officers? If so, can the Democratic Services Officer please write urgently to the Planning Inspectorate to request that the Inquiry starting on 5th May be live-streamed?"

The Chairperson responded with the following answer:

"We believe that, as this Inquiry is in the interest of the residents of Newbury, it should be easily accessible for members of the public. Therefore, the DSO will write to Planning Inspectorate to respectfully ask that this be facilitated."

216. Flooding and Related Issues

A presentation by Stuart Clark, WBC's Principal Engineer, was received and noted by members.

Key information included:

- Flood defences are ordinarily built under land drainage act. The LPA (WBC) are negotiating for the freehold of the land so that WBC take on the responsibility of the defences. Within NTC land, the responsibility is unclear. Mr Clark will feed back more information about flood defences from the Environment Agency (EA).
- WBC are aware of flooding by Newbury College. One gully needs to be cleaned and this would involve traffic management. When the new budget is passed (on April 1) this will be high up on the list.
- On Network Rail's drainage, the surface water pipe repairs and new pipe is laid in their land. Pipes tested up to Bone Lane and Hambridge Road. Not sure if Thames Water or WBC own the remainder of the culvert. Not sure about the foul sewage outside the station, this is a Thames Water issue.
- No surface water drainage issues around potential Sandleford development. Not aware of potential ground water flooding. The boreholes need to be taken this time of year – not in September. There are concerns with the application beyond flooding and drainage issues.
- On a question about how often culverts are cleaned out, Mr Clark said that gulley's at the side of the road are inspected annually and only cleaned if they reach the threshold required. The cleaning of gulley's and culvers is reactive.

Questions for Mr Clark:

Mr Clark will get clarification from the EA about Newbury's flood defences.

Mr Clark was also asked to contact Thames Water about foul sewage from Sandleford development and about the existing situation at the train station.

217. Schedule of Planning Applications

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

218. Schedule of Application for Prior Approval

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

219. Schedule of Licencing Applications

Resolved that the observations recorded as Appendix 3 to these minutes be submitted to the planning authority.

220. Consultation: Street Naming and Numbering – Sterling Cables Site Development

The Councillors thanked the numerous members of the public who sent in potential names for the site and the blocks.

For site names:

'Sterling Quarter' was proposed as a site name.

Some members challenged the 'Quarter'.

'Sterling Place' was also raised as a potential name.

Proposed: Councillor Nigel Foot

Seconded: Councillor Jeff Beck

Resolved: That 'Sterling Place' will be sent to WBC as the suggestion for the site name.

Block names:

Names of nine prominent women throughout Newbury's history were given:

Gertrude Bacon – The first women in England to make a balloon ascent (1899). She used gas from the gas works which was on the site before Sterling Cables.

Lottie Dod – Won the Wimbledon Ladies Singles Championship five times, the youngest ladies champion to this day.

Anna Munro – A campaigner and organiser for women’s suffrage.

Helen Thomas – Peace campaigner and only death incurred during the Greenham Common Womens Peace Camp campaign.

Sarah Hipperson – A midwife, magistrate, author, and peace campaigner who spent 17 years living at the Greenham Common Women's Peace Camp. She died in 2018.

Elizabeth Montagu – A social reformer, patron of the arts, salonnière, literary critic and writer, who helped to organize and lead the Blue Stockings Society.

Jill Fraser – The Watermill Theatre owner and director.

Lorna Ferris – A nurse at the Dreadnought Seaman's Hospital, Greenwich before spending a year at the Samaritan Free Hospital for Women in Marylebone Road, London. In 1915 she set up a tented hospital camp at a disused racecourse outside Kragujevac, Serbia, where she died.

Hannah Aldworth – English philanthropist and inspector in charge of supervising the care of foundling children in the Newbury area of Berkshire for the Foundling Hospital in London.

Proposed: Councillor Gary Norman

Seconded: Councillor Tony Vickers

Resolved: That the block name suggestions of Gertrude Bacon, Lottie Dod, Anna Munro, Helen Thomas, Sarah Hipperson, Elizabeth Montagu, Jill Fraser, Lorna Ferris, and Hannah Aldworth be sent to West Berkshire Council.

221. Consultation: West Berkshire Councils Active Travel plans for enhanced walking and cycling infrastructure (Appendix 6)

The Enhanced Walking and Cycling infrastructure plan was received and noted by members.

222. Consultation: West Berkshire Councils Local Plan Review, Settlement Boundary Review

The Settlement Boundary Review was received and noted by members. The DSO was requested to ask WBC for full and clearer maps.

223. West Berkshire Councils Environment Strategy Draft Delivery Plan

The Draft Delivery Plan was received and noted by the members. The lack of metrics and empirical figures for ‘on progress’ was highlighted by Councillors.

A response to items 221, 222, and 223 was delayed to the next P&H meeting, on the 19th of April, to allow time to formulate a comprehensive response.

Members of the committee were requested to send comments on all three items to the DSO well in advance of the publication of the agenda for the next P&H committee. These comments will be used as the basis for the committee's official reply to WBDC.

224. Update from The Western Area Planning Committee

An update was received and noted by the members.

225. Forward Work Programme for Planning and Highways Committee

It was agreed to add the following items to the agenda for Monday 19th April 2021:

- Add the three WBC consultation items (221, 222, and 223) onto the next agenda.

There being no other business, the chairperson declared the meeting closed at 21:01 hrs.

Chairperson

**Planning and Highways Committee Meeting
Schedule of Planning Applications 29/03/2021**

Running Order	Resolutions	Ward	Application Number	Location and Applicant	Proposal
1	Strong objection based on privacy concern of neighbour opposite the staircase, looks into the bedroom, as well as negative visual/aesthetic impact.	Clay Hill	21/00445/HOUSE	14 Lime Close, Newbury, RG14 2PW, for Mr P Kuzdak	Retrospective Erection of metal staircase on the side gable end wall.
2	No objection, however, comments of Dr David Peacock are noted.	East Fields	21/00485/HOUSE	2 Ham Villas, Gordon Road, Newbury, RG14 5RW, for Mr & Mrs Brooksmith	Proposed ground floor rear extension.

3	No objection subject to the conditions specified by the environment officer.	East Fields	21/00415/FUL	2A Hambridge Road, Newbury, RG14 5SS, for Roman Building Design & Construction Ltd	Upward extension of an existing building to create 2no dwellings and associated works.
4	No objection.	Wash Common	21/00480/HOUSE	38 Chandos Road, Newbury, RG14 7EE, for Mr & Mrs Durdin	Two-storey side extension, loft conversion including rear dormer window and associated works.
5	No objection.	Wash Common	21/00453/HOUSE	21 Barn Crescent, Newbury, RG14 6HD, for Mr M Hurd	Single Storey Rear Extension to include front porch.
6	No objection.	Wash Common	21/00581/HOUSE	6A Conifer Crest, Newbury, RG14 6RT, for Mr & Mrs Ward	Proposed first floor extension over the garage and internal alterations.
7	No objection subject to tree officer's approval.	Wash Common	21/00580/REM	59 Chandos Road, Newbury RG14 7EG, for Mr & Mrs Willsher	Reserved matters application following outline permission 15/01157/OUTD - Matters to be considered: Appearance, Landscaping and Scale.
8	No objection.	Wash Common	21/00386/HOUSE	327 Andover Road, Newbury, RG20 0LN, for Mr & Mrs Vokins	New single-storey side extension to existing dwelling house to create a new side entrance with mud-room, and interior stair to an existing basement.
9	There is inadequate information to comment.	West Fields	20/02881/MDOPO	11 - 15 Bartholomew Street, Newbury, for Eden (Pearl House) LTD	Modification of planning obligation: To discharge the planning obligation attached to planning permission 18/01827/FULEXT .

10	No objection.	West Fields	21/00510/PASSHE	6 Remembrance Road, Newbury, RG14 6BA, for Mr & Mrs M Lewis	Removal of existing conservatory and proposed single storey rear extension with internal alterations.
11	No objection.	West Fields	21/00469/FUL	7-20 Parkway Shopping Centre, Newbury, RG14 1AY, for Aberdeen Standard Investments	External alterations to existing shopfront.

**Planning and Highways Committee Meeting
Monday 29th March 2021**

Schedule of Applications for Prior Approval

Running Order	Resolution	Ward	Application Number	Location and Applicant	Proposal
1	No objection.	West Fields	21/00524/PACOU	1 Northbrook Place, Newbury, RG14 1DQ, for Bellborough Ltd	Application for prior approval of change of use from office Class B1(a) to Class C3 dwelling house.

APPENDIX 1

Planning and Highways Committee Meeting Monday 29th March 2021 Schedule of Licensing Applications

Resolutions	Licence	Applicant(S)	Premises
No objection.	<p>Licensing Act 2003 (Premises Licences & Club Premises Certificates) Regulations 2005 Premises Licence – New</p> <p>Ref: 21/00142/LQN</p>	<p>Applicant: Sayan Food Ltd</p> <p>Location: Indigo Bay 54 - 55 Bartholomew Street Newbury RG14 5QA</p>	<p>Proposal:</p> <p>Supply of Alcohol Monday to Sunday 12:00 – 23:00</p> <p>Previous Premises Licence was only granted October 2019 but surrendered by Premises Licence Holder when leaving the business in October 2020.</p> <p>New applicant is adopting exactly the same operating schedule conditions as agreed with TVP for previous licence.</p>

No objection.	<p>Licensing Act 2003 (Premises Licences & Club Premises Certificates) Regulations 2005 Premises Licence – New</p> <p>Ref: 21/00151/LQN</p>	<p>Applicant: The Ugly Duckling Pottery Painting Coffee House Ltd</p> <p>Location: 2-3 Bartholomew Street Newbury Berkshire RG14 5LL</p>	<p>Proposal:</p> <p>New Premises Licence for Supply of Alcohol: Monday – Saturday 09:00 – 21:30 and Sunday 10:00 – 16:30</p>
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**Planning and Highways Committee Meeting
Schedule of Planning Applications 19/04/2021**

Running Order	Resolutions	Ward	Application Number	Location and Applicant	Proposal
1.		Clay Hill	21/00774/FUL	Newbury Business Park, Rivergate House Ground Floor, London Road, Newbury, RG14 2QB, for McKay Securities PLC	Improvements to existing outdoor seating area including new access via new door and a half doorset installed to existing facade, new raised decking area, new lighting and furniture.
2.		East Fields	21/00685/HOUSE	Thompson Lodge, Chesterfield Road, Newbury, RG14 7QB, for Mr S Niven	Single Storey Extension.
3.		Speenhamland	21/00649/HOUSE	42 Hawthorn Road, Newbury, RG14 1LB, for Miss D Wilmot	Front entrance porch.
4.		Wash Common	21/00678/FUL	Bracken House, 108 Essex Street, Newbury, RG14 6RA, for Mr & Mrs Harvey	Create new access to property - Relocation of existing - No parking. To relocate the access/aggress to property away from road bend. Construct driveway (approx 8m) from property boundary to pavement (currently grass verge - no formal foot pavement). Driveway construction - Timber edge board, Terram, mot-type 1 with gravel (20mm) Kennet Holm topping. Grass

					verge crossing by highways. Existing opening will be closed by planting hedge.
5.		Wash Common	21/00648/HOUSE	61 Chandos Road, Newbury, RG14 7EG, for Inspiration Chartered Architects Ltd	Extensions to front and rear together with reconstruction of garage.
6.		Wash Common	21/00665/HOUSE	Merricot, Tydehams, Newbury RG14 6JU, for Mr & Mrs Winchester	Removal of existing summer room and formation of larger room with en-suite shower room above. Along with associated internal alterations. Removal of existing small garden shed and formation of new garden shed in rear garden as indicated.
7.		Wash Common	21/00707/HOUSE	6 Heather Gardens, Newbury, West Berkshire, RG14 7RG, for Mr & Mrs Pedersen	Double storey garage extension, single storey side/rear extension & existing dropped kerb to be widened.
8.		Wash Common	21/00647/HOUSE	Wentworth, Garden Close Lane, Newbury, RG14 6PP, for Mr & Mrs Fish	Proposed first floor side extension, single storey rear extension, garage conversion and associated alterations. External alterations to include render, timber cladding, replacement windows and slate roof. Re submission to amend roof to zinc.
9.		Wash Common	21/00637/HOUSE	4 Ladwell Close, Newbury, RG14 6PJ, for Mr & Mrs Edwards	Change of use for integral garage, Front Elevation change with bay window and pitch roof to existing dormer.

10.		Wash Common	21/00788/HOUSE	25 Meadow Road, Newbury, RG14 7AH, for Mr & Mrs Swanborough	Additional Dormer at the front of the property.
11.		Wash Common	21/00755/HOUSE	The Chase, Badgers Ridge, Newbury, RG20 0LQ, for Mr & Mrs Evans	Erection of outbuilding providing two car spaces and workshop space to replace space converted to domestic accommodation within existing integral garage. Proposals includes rear slatted shading loggia to kitchen and living rooms, replacing existing conservatory.
12.		Wash Common	21/00828/HOUSE	60 Andover Road, Newbury, RG14 6JN, for Mr & Mrs Pizzey	Retrospective application for replacement shed on the same site as the 20 year old shed that was demolished as it was unsafe. The new shed is for the most part, hidden from view by existing hedgerow, trees, and a new garage built in the new development in Fermoy Gardens. I estimate that one of my neighbours will be able to see approx. 600mm of the roof above their boundary fence, running for about 2.5m to 3m in length – this would have been the same as the existing shed that was demolished.
13.		Wash Common	21/00844/HOUSE	20 Paddock Road, Newbury, RG14 7DG, for Mr & Mrs Rowe	Part single, part two-storey rear extension following demolition of conservatory and associated works.

14.		West Fields	21/00724/FUL	Newbury Cricket and Hockey Club, Northcroft Lane, Newbury, RG14 1RS, for Mr O'Sullivan	Proposed single storey extension and replacement of flat roof with a pitched roof with blue/black fibre cement slates.
15.		West Fields	21/00718/HOUSE	21 Green Lane, Newbury, RG14 5NU, for Mr & Mrs King	Three bedroom, end of terrace with a garage attached to the side of the property. Proposal is to extended the garage area slightly past the house, knock through to living area and build a first floor above.
16.		West Fields	21/00778/HOUSE	1 St Georges Avenue, Newbury, RG14 5NX, for Mr J Broughton	To replace a 4 foot wooden lap fence panels with a picket fence between brick piers of similar height.

Schedule of Applications for Prior Approval

Running Order	Resolution	Ward	Application Number	Location and Applicant	Proposal
1.		Clay Hill	21/00603/PACOU	Bloor Homes, Southern River View House, Newbury Business Park, London Road, Newbury, RG14 2PS, for Bloor Holdings Director Retirement Benefit Scheme	Change of use from office to 12 residential units.
2.		West Fields	21/00729/PACOU	2 Boxshall Court, Pound Street, Newbury, RG14 6BP, for Tompkins Rygole Ltd.	Change of use from office to residential flat.



Release

Date: 22 February 2021

West Berkshire Council invites community to help shape Active Travel plans for enhanced walking and cycling infrastructure

West Berkshire Council has today launched a set of draft proposals of measures to help the public safely make walking or cycling trips part of their daily travel choices, and is inviting feedback from the community to help shape these plans. The public consultations can be viewed and commented upon via the Council's new Active Travel consultation platform:

<https://westberksatschemes.commonplace.is/>

Designed to encourage 'active travel' by introducing more walking and cycling opportunities throughout the district, the draft proposals include:

- West Berks Local Cycling & Walking Infrastructure Plan (LCWIP). This emerging draft transport policy is about making streets work for everyone, thus helping to make West Berkshire a better place to live, work and visit.
- Crown Mead Cycleways. The emerging LCWIP has identified the A4 as a primary route with high potential for increased cycle trips if appropriate infrastructure were to be provided.

- Western Avenue Cycleways. The A4 Western Avenue in Speen, Newbury has been identified as a high priority corridor for cycling and walking routes. The plan proposes permanent measures to create and improve travel routes for cyclists and pedestrians.
- West Berks Active Streets. These are various smaller scheme draft plans to help improve facilities and grow walking and cycling opportunities in West Berkshire including proposals for restricted access on Lawrence's Lane and Deadman's Lane in Thatcham and Theale respectively. In addition, if any resident would like to submit a specific walking and cycling proposal of their own, or comment on a location which falls outside of the currently identified schemes, they can do so via the Active Travel Heat Map within the West Berks Active Streets section of consultation portal.
- Calcot Schools Streets. This pilot School Zone/School Street Scheme is designed to make the streets around the schools safer and suitable for more walking and cycling, as well as improve the air quality.

Councillor Richard Somner, Executive Member for Transport and Countryside at West Berkshire Council, said:

“Our Active Travel schemes are designed to enhance the safety of pedestrians and cyclists, including children and adults alike. They will also promote health and wellbeing for residents; improve the environment, air quality and sustainability; and play a key role in COVID-19 economic recovery plans.

“We encourage residents to take to part in shaping our plans by registering onto our specially-dedicated online consultation platform. The platform has been designed to make it easy for participants to read the proposals, provide views, and engage in discussions around each of the schemes.”

The Active Travel consultation platform enables the general public to read and comment upon detailed concept plans and various information related to the schemes, including maps. Some of the consultations feature visual sliders to demonstrate a "before and after" scenario to help residents understand any changes being proposed.

Several opinion surveys will be held within the platform throughout the course of the consultations to gauge further feedback from the community.

The Crown Mead Cycleways and Western Avenue Cycleways proposals are each open for consultation until on Friday, 9 April. The remainder are eight week consultations that will finish on Friday, 23 April.

With the exception of the LWCIP, the implementation of the Active Travel proposals will be funded through the £495,000 award from the Department for Transport's Active Travel Fund, following the Council's bid to further develop a lasting, safe environment for walking and cycling.

With their emphasis on promoting health and wellbeing, maintaining a green district and enhancing sustainability, the proposals support the local authority's Council Strategy 2019 – 2023, Environment Strategy 2020 – 2030, Health and Wellbeing Strategy, Local Transport Plan 2011 – 2026, and the Covid-19 Recovery Strategy.

ENDS

Issued by:

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Settlement Boundary Review (SBR)

Information for town/parish councils & neighbourhood planning groups March 2021

As you will be aware, as part of our [Local Plan Review \(LPR\)](#), we are undertaking a review of the settlement boundaries across the District.

What are settlement boundaries?

Settlement boundaries are a long established planning tool. They identify the main built up area of a settlement within which development is considered acceptable in principle, subject to other policy considerations. While allowing for development, settlement boundaries protect the character of a settlement and prevent unrestricted growth into the countryside. They create a level of certainty about whether or not the principle of development is likely to be acceptable.

Why are we reviewing settlement boundaries now?

We committed to reviewing the boundaries for all settlements as part of the Local Plan Review to 2037 when we undertook a partial review for some settlements as part of our work on the [Housing Site Allocations Development Plan Document](#) (HSADPD). As part of the review process we are also including settlements that currently do not have settlement boundaries.

How are we reviewing the settlement boundaries?

We are taking a landscape led approach to the drawing of settlement boundaries. We have a wealth of information already contained in [landscape character assessments](#) and community led documents such as [town and village design statements](#), [parish plans](#) and [neighbourhood plans](#) which we are using as a guide. We are also undertaking a detailed 'on the ground' community led assessment of each individual settlement. Our settlement boundary review criteria¹ sets out the general principles we will follow when defining a boundary and give guidance as to what would usually be included and what would usually be excluded. A copy of the criteria is set out at the end of this document.

The process so far

We gave all town/parish councils and neighbourhood planning groups across the District an opportunity to undertake an initial review of boundaries in February and March last year. We felt you were likely to be much more aware of particular local issues and concerns than we were and so getting your input at this stage was

¹ We sought comments on our proposed criteria for the settlement boundary review as part of the [second round of Regulation 18 consultation](#) we undertook between 9 November to 21 December 2018. From the comments we received it was clear that there was overwhelming support for the principle of the Council's landscape led approach to the drawing of settlement boundaries. Details are set out in our [Consultation Statement \(June 2019\)](#).

invaluable. As far as possible we have used the results from this exercise as a clear community steer for the way forward. We then considered this information alongside the evidence contained in our existing landscape character assessments and other relevant documents. We have also needed to consider a number of requests that have been submitted by residents and other developers for small extensions to boundaries in some settlements. Taking all of these factors into account we have drawn up proposed new boundaries and have verified our approach by undertaking our own 'on the ground' review of all the settlements across West Berkshire.

What stage are we at now?

We are now seeking your views on the proposed new boundaries.

We have prepared maps showing our proposed new settlement boundaries for those settlements within your parish. For ease of reference, the maps also show the existing boundaries where relevant.

As a general guide you will see that for each settlement most of the changes have been made in order to:

- iron out inconsistencies in boundaries which were previously mapped at a smaller scale
- Include development which is now clearly part of the main built up area
- Align boundaries with residential curtilages where appropriate
- Align boundaries along roads to the edge closest to the settlement
- Include single plot or other small scale development opportunities which would provide infill and rounding off opportunities that are physically, functionally and visually related to the existing built up area, taking account of any environmental development constraints
- Incorporate sites proposed for allocation in the LPR. *(Please note that if any of these sites are removed from the LPR before adoption, then the settlement boundary will be redrawn to exclude them.)*

Timescale

We would welcome your comments on the proposed new settlement boundaries and are giving you 6 weeks to let us know what you think. Please send your comments to us at planningpolicy@westberks.gov.uk by **21 April 2021**.

Next steps

After this consultation ends we will consider all the responses we receive. We will then finalise the boundaries for inclusion in the draft version of the Local Plan Review which we aim to consult on later this Spring.

Many thanks
Planning Policy Team

Settlement Boundary Review Criteria

The Council will take a landscape led approach to the drawing of settlement boundaries.

When reviewing the boundary for any given settlement the Council will consult the following sources, where relevant:

- Landscape Character Assessment for West Berkshire (2019)
- North Wessex Downs AONB Landscape Character Assessment (2002)
- Landscape Sensitivity Studies (2009) for Newbury, Thatcham, Hungerford and West Reading
- Landscape Sensitivity Assessments (2011) for the rural service centres and service villages in the North Wessex Downs Area of Outstanding Natural Beauty (AONB).
- Landscape Capacity Assessments (2014 and 2015) for potential housing sites in the AONB
- Historic Landscape Characterisation and Historic Environment Character Zoning
- Historic Environment Record
- Settlement character studies such as Village, Town and Parish Design Statements
- Conservation Area Appraisals
- Adopted Parish Plans and Neighbourhood Development Plans

In conjunction with any relevant recommendations from the above studies the Council will also apply the following principles in the revision of settlement boundaries:

Principles of inclusion of land uses

Settlement boundaries identify the main built up area of a settlement within which development is considered acceptable in principle, subject to other policy considerations. While allowing for development, settlement boundaries protect the character of a settlement and prevent unrestricted growth into the countryside. They create a level of certainty about whether or not the principle of development is likely to be acceptable.

Where practicable and barring the exceptions set out below, boundaries will usually follow clearly defined features such as walls, hedgerows, railway lines and roads. Where possible, preference will be given to using features that are likely to have a degree of permanence as some features can change over time. Where development is on one side of the road only, the settlement boundary will be drawn along the edge closest to the settlement. Some boundaries may also follow along the rear of built development in order to prevent inappropriate development, for instance where dwellings have large back gardens.

Boundaries will include:

- The main settlement area. i.e. the area of close knit physical character
- Sites allocated through the Local Plan and Neighbourhood Development Plan processes
- Curtilages which are contained, are visually part of the built up area and are separated from the open or wider countryside
- Recreational or amenity open space which is physically surrounded by the settlement (or adjoined on three sides by the settlement)
- Existing community facilities (such as churches, schools and village halls) which are physically and visually related to the settlement
- Single plots or other similar small scale development opportunities which would provide infill and rounding off opportunities that are physically, functionally and visually related to the existing built up area, taking account of any environmental development constraints.

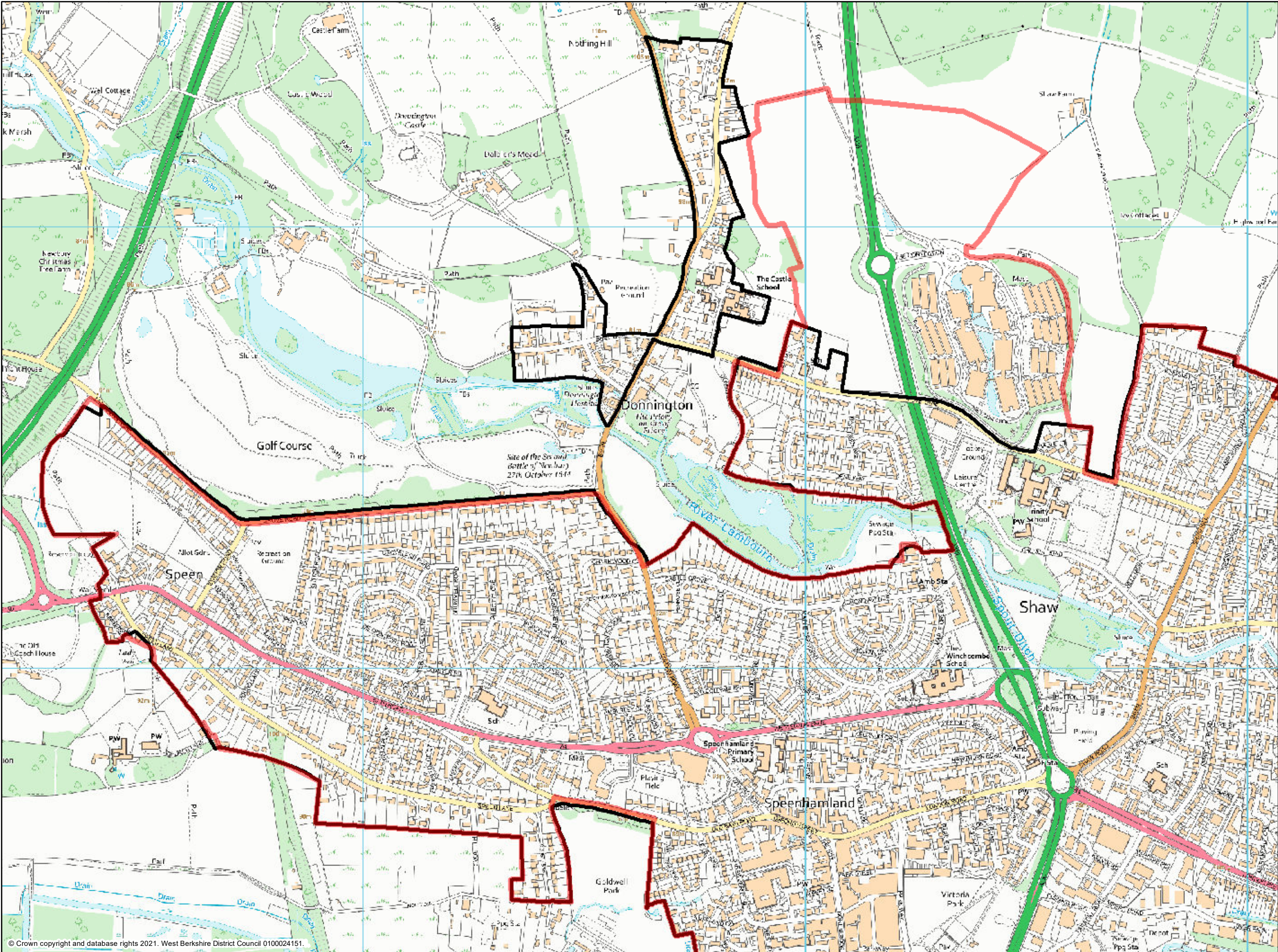
Boundaries will exclude:

- Highly visible areas such as exposed ridges, land forms or open slopes on the edge of settlements
- Open undeveloped parcels of land on the edges of settlements which are not either functionally or physically or visually related to the existing built up area
- Recreational or amenity open space which extends into the countryside or primarily relates to the countryside in form and nature. This includes designated Local Green Space.
- Tree belts, woodland areas, watercourses and other features which help to soften, screen existing development and form a boundary to the settlement
- Areas of isolated development which are physically or visually detached from the settlement and areas of sporadic, dispersed or ribbon development
- Large gardens or other areas, such as orchards, paddocks, allotments, cemeteries and churchyards, which visually relate to the open countryside rather than the settlement
- The extended curtilages of dwellings where future development has the capacity to harm the structure, form and character of the settlement
- Loose knit arrangements of buildings on the edge of a settlement
- Farmsteads, agricultural buildings, or converted agricultural buildings on the edge of a settlement which relate more to the rural context
- Horse related development, minerals extraction, landfill, water features, public utilities (sewage treatment plants, substations) on the edge of a settlement
- Important gaps between developed areas in fragmented settlements. Settlement boundaries do not need to be continuous. It may be appropriate, given the nature and form of a settlement, to define two or more separate elements of it.
- Roads, tracks and public rights of way running along the edge of a settlement.

Specific issues to be considered on a site by site basis:

- The wider setting and important views both into and out of the settlement will, where appropriate, be taken into account
- School playing fields
- Garden centres and plant nurseries
- Employment and leisure uses located on the edge of settlements will be considered according to their scale, functionality, visual and physical relationship to the settlement.
- Existing commitments for built development where development is underway and built out or substantially built out will be considered according to their scale and physical relationship with the settlement.


Settlement Boundary Review - Newbury NW




Legend

**Emerging Draft
West Berkshire Local
Plan Review to 2037**

**Consultation with
town/parish councils
and
neighbourhood planning
groups - March 2021**


 Proposed new
settlement
boundary


 Existing
settlement
boundary

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Council 0100024151.

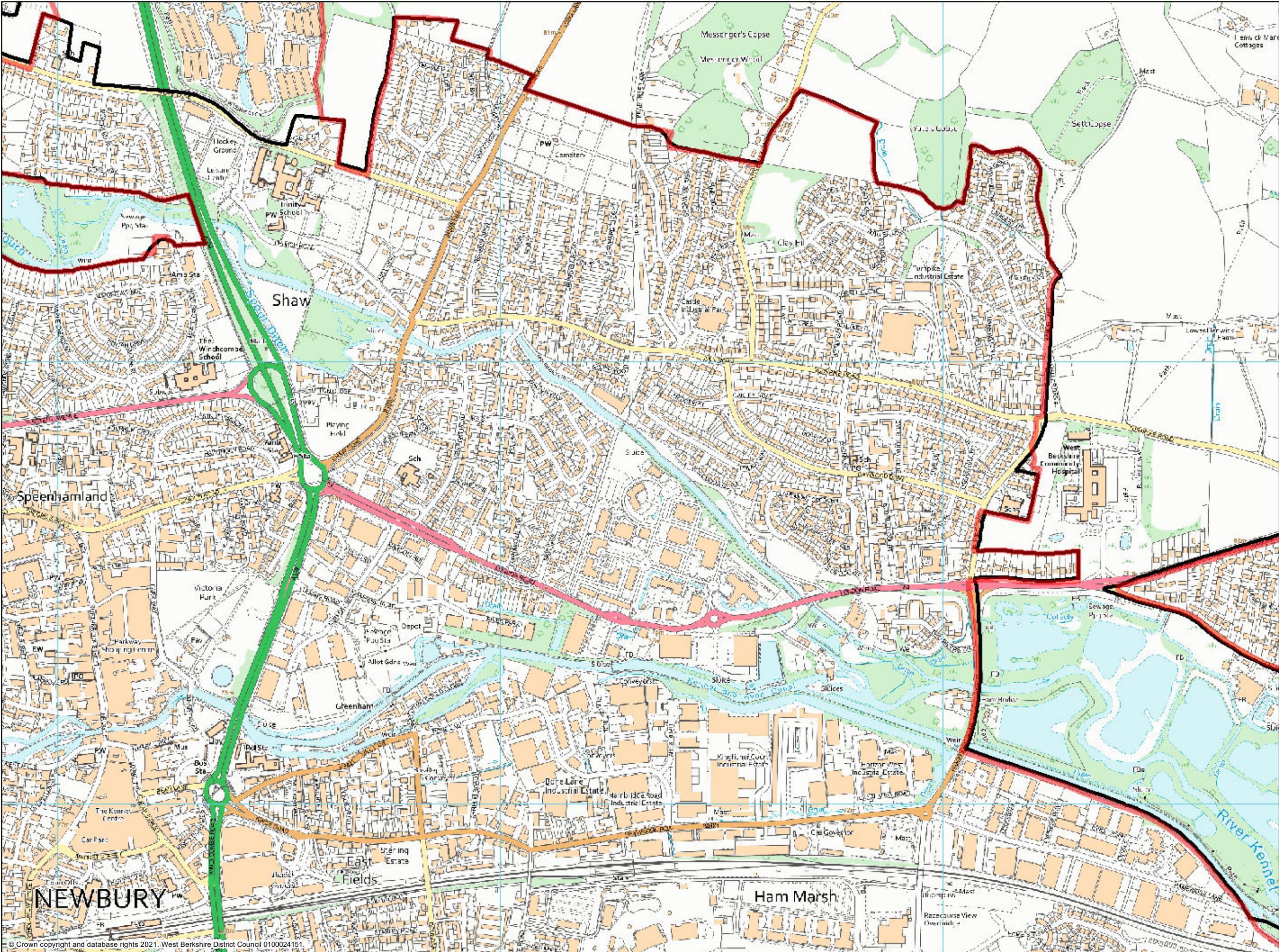
March 2021

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Settlement Boundary Review - Newbury NE




Legend

**Emerging Draft
West Berkshire Local
Plan Review to 2037**

**Consultation with
town/parish councils
and
neighbourhood planning
groups - March 2021**


 Proposed new
settlement
boundary


 Existing
settlement
boundary

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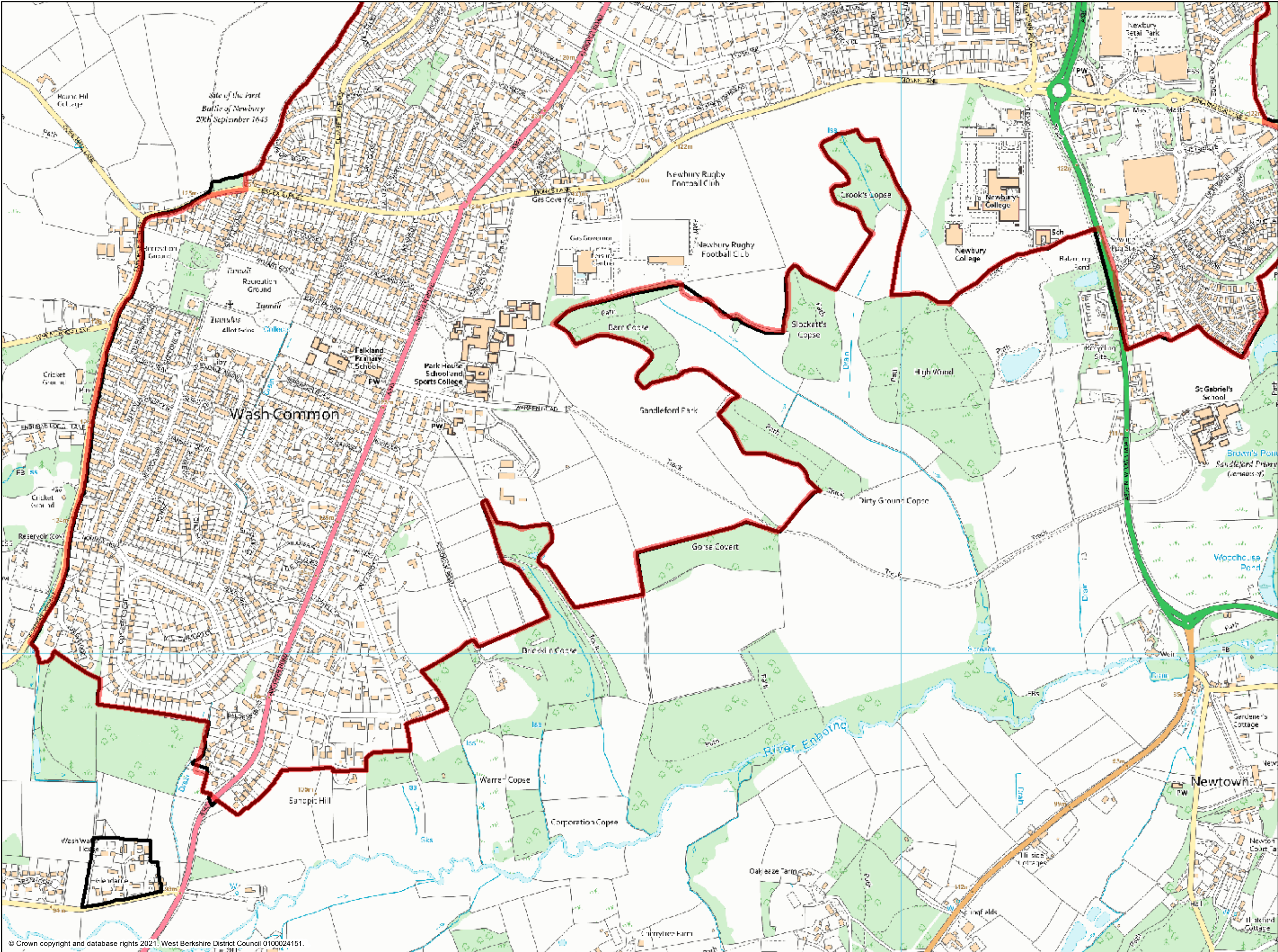
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Settlement Boundary Review - Newbury S




Legend

**Emerging Draft
West Berkshire Local
Plan Review to 2037**

**Consultation with
town/parish councils
and
neighbourhood planning
groups - March 2021**


 Proposed new
settlement
boundary


 Existing
settlement
boundary

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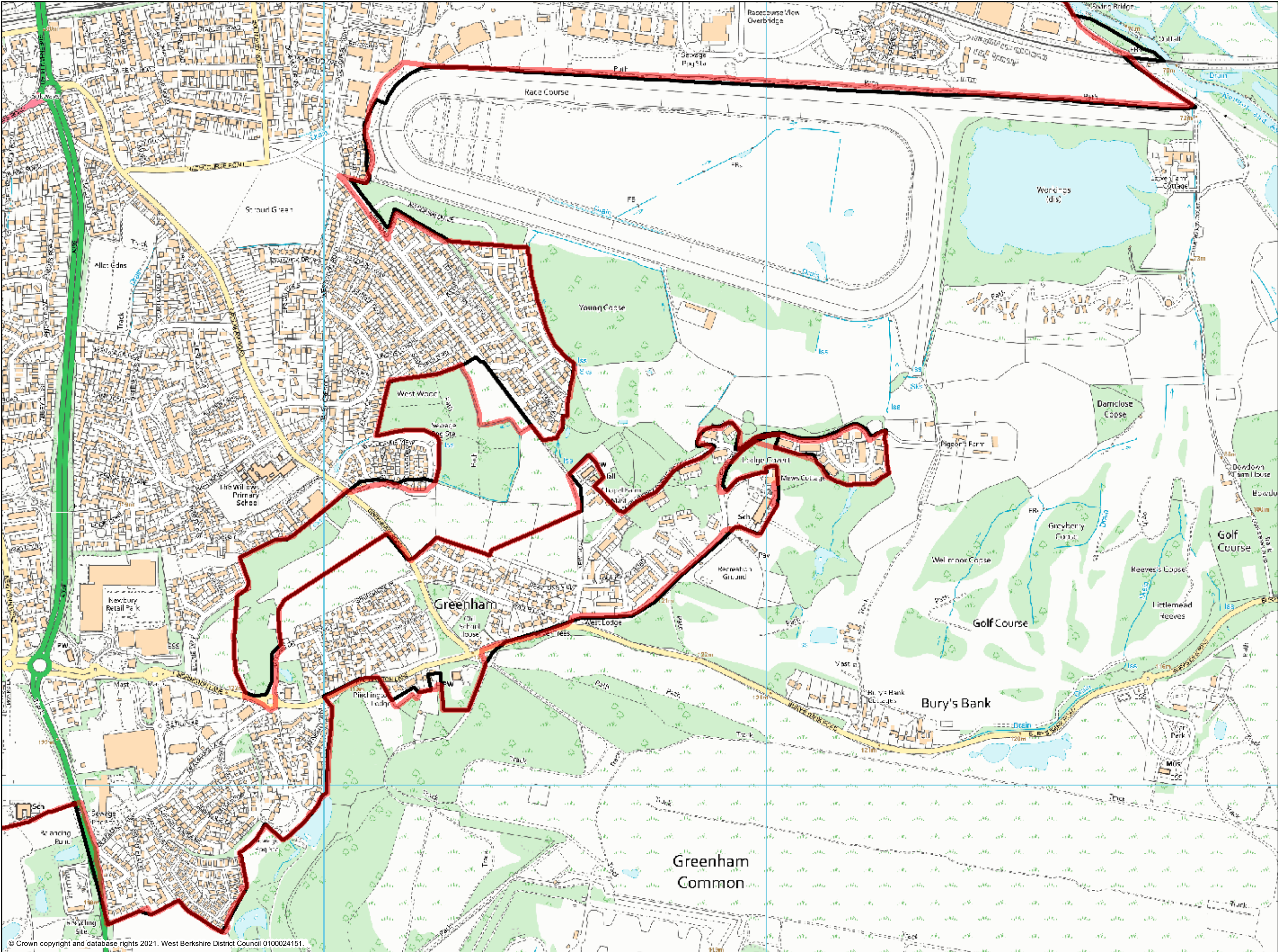
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Settlement Boundary Review - Newbury SE




Legend

**Emerging Draft
West Berkshire Local
Plan Review to 2037**

**Consultation with
town/parish councils
and
neighbourhood planning
groups - March 2021**


 Proposed new
settlement
boundary


 Existing
settlement
boundary

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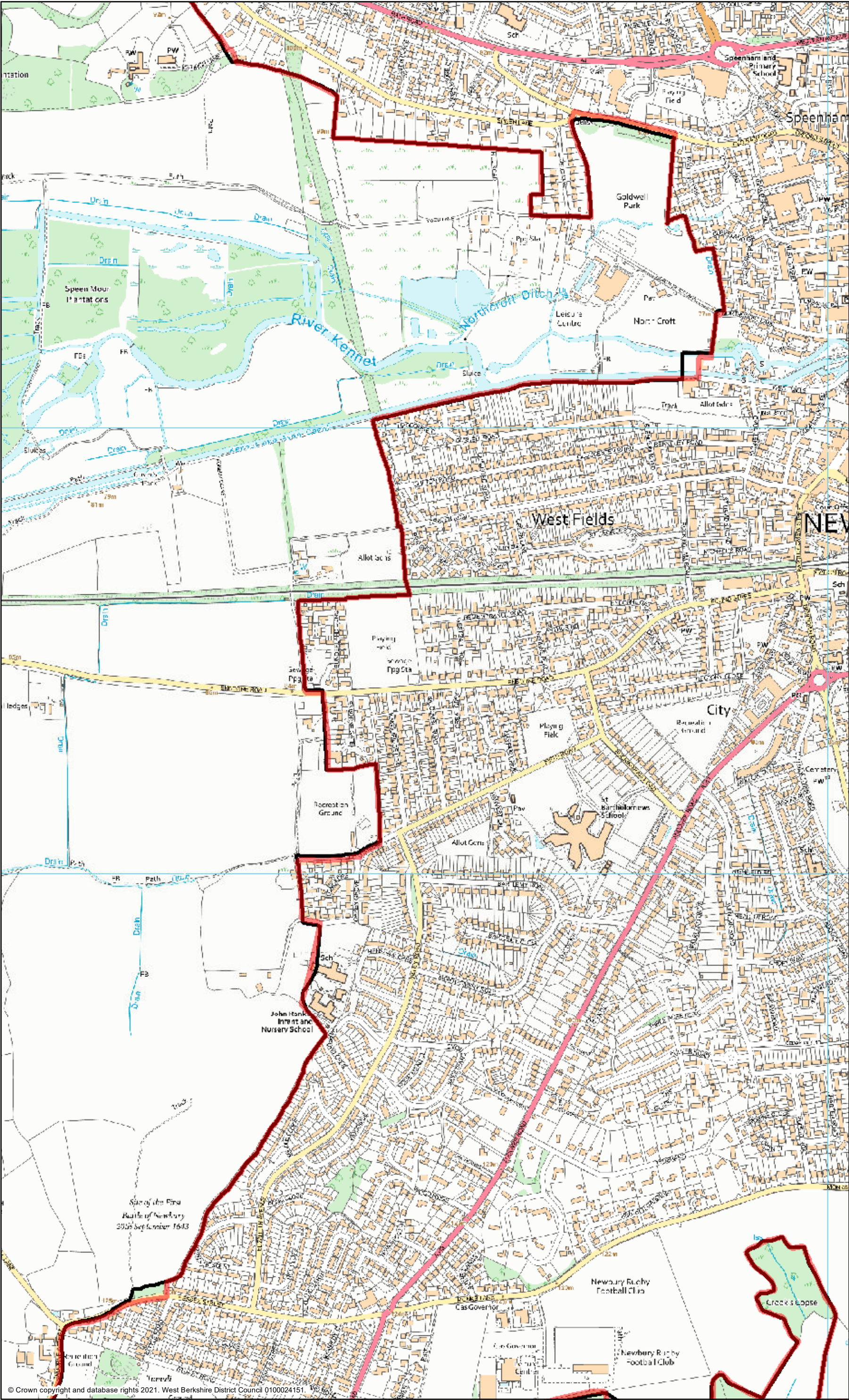
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Settlement Boundary Review - Newbury W



Legend

**Emerging Draft
West Berkshire Local
Plan Review to 2037**

**Consultation with
town/parish councils
and
neighbourhood planning
groups - March 2021**

 Proposed new
settlement
boundary

 Existing
settlement
boundary

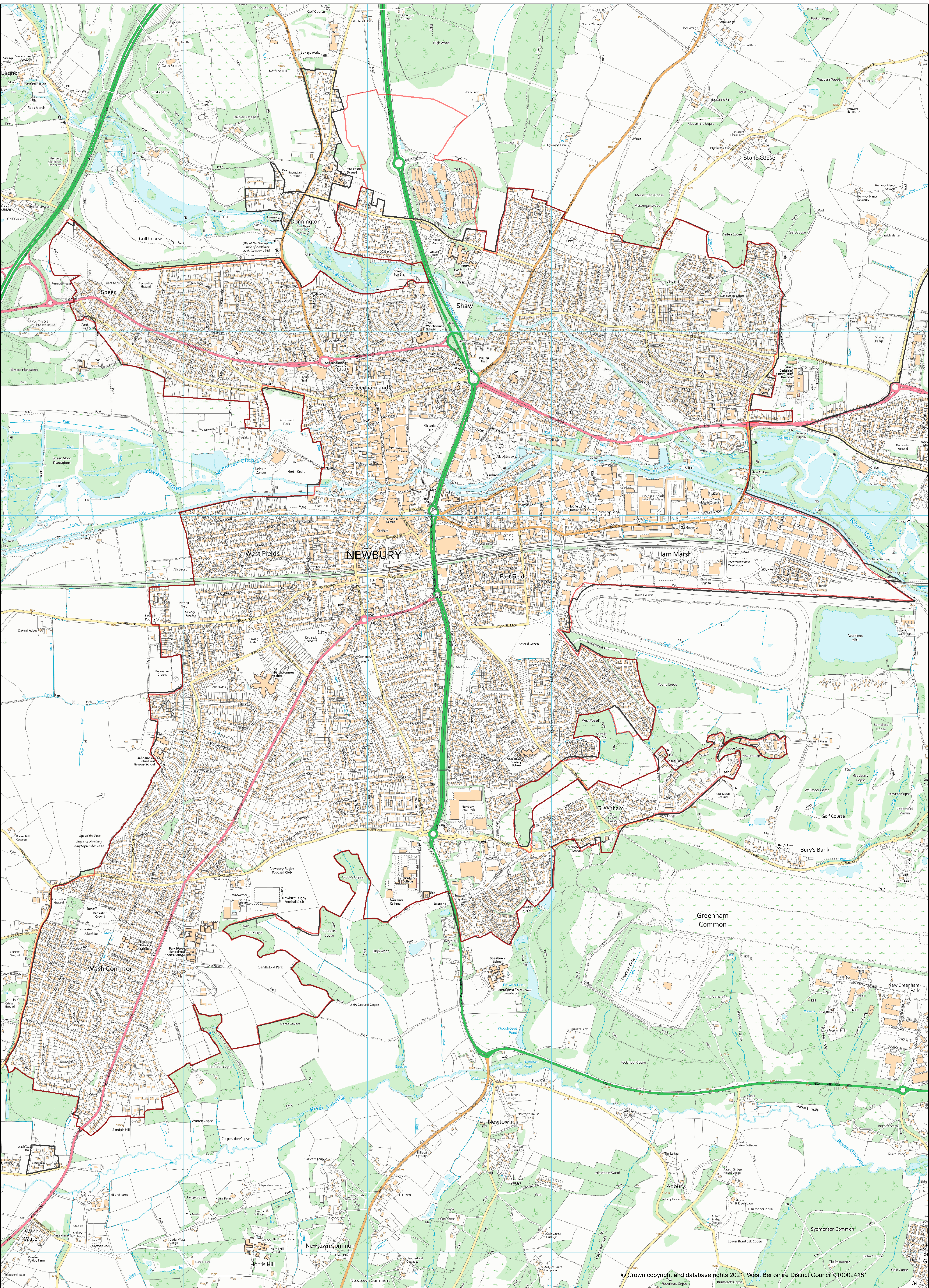
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This plan sets out the activities and actions that the Council along with its partners will undertake to achieve carbon neutrality by 2030. Each Strategic Objective has a list of actions and timescales that fit with each one. Please note that this document is 'live' and as such will be regularly updated to show the Council's progress.

Last updated March 2021

Timescales:

Short = now - Mar 2023,
Medium = Apr 2023 - Mar 2026,
Long = Apr 2026 - Mar 2030

Progress Key: **Blue** = not started, **Green** = In progress, on track,
Orange = In progress, behind schedule, **Purple** = complete

STRATEGIC OBJECTIVE: CARBON NEUTRAL BY 2030								
Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
CN001	Undertake an assessment of West Berkshire Council's current assets and building portfolio in order to establish the opportunity and technical requirements / constraints for installing renewable energy technology	Assessments completed for all relevant Council assets	Short term	Short term	WBC Env Delivery	In progress, on track	Necessary pre-delivery work	Foreword: Installing more solar panels across our estate 6.1.2 Buildings: Review of our own services and support functions in relation to use of buildings and reducing carbon
CN002	Use the results of the assessment created (ref CN001) to develop a rolling programme for the installation of renewable energy technology across the Council's assets and building portfolio	2 Megawatts of solar panels installed	Short term	Medium term	WBC Env Delivery	In progress, on track	High	Foreword: Installing more solar panels across our estate 5.1 Carbon neutral by 2030: Increasing the deployment of renewable energy technology across the Council's estate Renewable energy infrastructure will be installed on all Council sites where it is feasible to do so
CN003	Using the principles of GHG protocol, establish a carbon footprint baseline for West Berkshire Council, and a robust methodology that is repeatable on an annual basis, in order to monitor progress towards carbon neutrality in 2030	An agreed Carbon Management System has been established	Short term	Short term	WBC Env Delivery	Complete	Medium	Foreword: Conduct council carbon audit 6.2.2 Managing our own carbon budget: In managing our own carbon budget we will: <ul style="list-style-type: none"> • Define the types of emissions that should be included; • Understand these emissions by our operations • Provide greater certainty on how emission levels will change in a business as usual scenario; and • Develop a series of options and actions for delivery of a carbon neutral Council by 2030
CN004	Deliver the actions as identified within the Council's ULEV Strategy, to include: Installation of Electric Vehicle Charge points and ensure 25% of the Council's fleet uses ULEV by 2022	All actions in the ULEV strategy are met	Short term	Medium term	WBC Env Delivery / WBC Network Management /WBC Transport services	In progress, on track	High	5.1 Carbon neutral by 2030: Replacing existing ICE vehicles on the Council's fleet with ULEV
CN005	Work with stakeholders and central energy contract electricity suppliers to ensure that the Council's electricity supply is from confirmed 'green' / renewable sources	100% of the Council's electricity supply comes from renewable sources	Short term	Short term	WBC Env Delivery	In progress, on track	High	6.1.3 Energy: Work with local suppliers, community energy co-operatives and similar groups to invest in renewable energy in the district

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
CN006	Assess the requirements and criteria for West Berkshire Council obtaining the PAS 2060 Carbon Neutrality quality standard for its own operations. Report findings to Environment Board	The PAS 2060 carbon neutrality quality standard has been researched and presented	Short term	Short term	WBC Env Delivery	In progress, on track	TBC	Not mentioned
CN007	Design and undertake a programme of robust standardised audits of the Council's building portfolio to identify key criteria such as energy consumption profiles, thermal efficiency, levels of insulation, heating system condition and efficiency etc.	Audits of Council buildings have been conducted and potential improvements have been identified	Short term	Medium term	WBC Env Delivery/WBC Property Team	Not started	High	6.1.2 Buildings: Review of our own services and support functions in relation to use of buildings and reducing carbon. 6.1.2 Buildings: All Council new build or refurbishment projects will take into consideration their carbon impacts 6.1.2 Buildings: Explore ways to make retrofitting insulation and energy efficient heating systems more economically viable
CN008	Liaising with key stakeholders, undertake to complete a Local Area Energy Plan (mapping exercise) for the district so that current and future energy requirements, the potential impact on carbon neutrality ambitions, and potential opportunities are all better understood	Completion of Energy Plan mapping exercise	Short term	Medium term	WBC Env Delivery	In progress, on track	TBC but potentially High (if all actions are able to be taken forward).	5.1 Carbon neutral by 2030: Energy mapping and master planning 6.1.2 Buildings: Advise residents and businesses of best practice where possible. 6.1.3 Energy: Undertake energy mapping and master planning for the district (in order to better understand what opportunities and limitations there are for district heating schemes with existing buildings and future developments)
CN009	Ensure that the Council actively monitors and participates in relevant national / regional strategic and policy consultations to represent West Berkshire and 'green' interests. Cross service coordination will provide an effective response	A comprehensive log is kept to ensure participation takes place	Short term	Ongoing	Various WBC Teams	In progress, on track	Low	Not mentioned
CN010	Investigate a joined up approach to natural regeneration including comprehensive mapping of the District to identify opportunities for rewilding, tree planting, carbon capture and habitat conservation and creation across West Berkshire	Agree an approach and implement the necessary actions	Short term	Ongoing	WBC Env Delivery/WBC Countryside /WBC Planning	In progress, on track	High	5.1 Carbon neutral by 2030: Carbon sequestration such as large scale tree planting e.g. through schemes such as the Woodland Carbon Code and Associated Funds 6.1.5 Protecting and Enhancing our Natural Environment: Expand our tree planting programme in suitable locations across the district to enhance the natural environment and help reduce greenhouse gases and impurities in the atmosphere 6.1.5 Protecting and Enhancing our Natural Environment: 'Green' our towns by supporting the creation of more green zones and planting more urban trees
CN011	Explore the opportunity for procuring new land assets with the aim of supporting the Council's renewable and carbon offsetting objectives	Potential new land assets are sourced to accommodate renewables and/or carbon offsetting activities	Short term	Medium term	WBC Env Delivery	Not started	Medium/High	Not mentioned

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
CN012	Research accredited carbon offsetting schemes for potential Council participation	Carbon offsetting options are identified	Short term	Short term	WBC Env Delivery	Not started	Medium/High	Foreword: There are also other projects that we intend to explore in the coming years which, alongside mitigation and offsetting activities, will help us along the path to a greener and carbon neutral West Berkshire by 2030
CN013	Undertake a scheme of urban tree planting	Urban tree planting has taken place and the impact is recorded quantitatively such as percentage increase in canopy cover per area	Short term	Medium term	WBC Countryside	In progress, on track	Low	5.1 Carbon neutral by 2030: Carbon sequestration such as large scale tree planting e.g. through schemes such as the Woodland Carbon Code and Associated Fund 6.1.5 Protecting and Enhancing our Natural Environment: Expand our tree planting programme in suitable locations across the district to enhance the natural environment and help reduce greenhouse gases and impurities in the atmosphere 6.1.5 Protecting and Enhancing our Natural Environment: 'Green' our towns by supporting the creation of more green zones and planting more urban trees
CN014	Assess Council land assets for the potential for a solar farm and, subject to identifying suitable sites, engage with specialist contractors and the LPA to develop a detailed feasibility and business case for each identified site	Energy is generated from renewable sources	Short term	Medium term	WBC Env Delivery	In progress, on track	High	6.1.3 Energy: Work with local suppliers, community energy co-operatives and similar groups to invest in renewable energy in the district
CN015	Subject to any necessary planning consents and the outcomes of CN014, install new solar farms on council land assets	Delivery of solar farms to contribute to the target of 21.5 megawatts	Short term	Medium term	WBC Env Delivery	In progress, on track	High	5.1 Carbon neutral by 2030: Renewable energy infrastructure will be installed on all Council sites where it is feasible to do so
CN016	Work with stakeholders and support community groups to develop community proposals for the installation of renewable technology	Proposals for renewable energy are developed	Short term	Ongoing	WBC Env Delivery	In progress, on track	Low/Medium/High	6.1.2 Buildings: Advise residents and businesses of best practice where possible
CN017	Using data from the Council's carbon footprint and other relevant sources, establish a methodology to assign annual carbon budgets to Council Directorates and operations	Carbon budgets are established within the Council	Short term	Medium term	WBC Env Delivery	In progress, on track	Low/Medium	5.1 Carbon neutral by 2030: Setting individual 'carbon budgets' for Council based operations 6.2.2 Managing our own carbon budget: Introduce a series of 'Carbon Budgets' for Council activities and our estate
CN018	Adapt Committee Report templates to include a requirement to identify the potential environmental/carbon impact assessment. Put in place guidance and training to ensure that officers are able to make this assessment	Ensure that there is an assessment of the environmental impact of every Committee decision taken by the Council	Short term	Short term	WBC Env Delivery	In progress, on track	Medium	Not mentioned
CN019	Work closely with landowners and farming/ agricultural communities to explore opportunities for natural sequestration through environmental land management techniques	Contacts are created within these communities and work has been conducted together to find opportunities	Short term	Ongoing	WBC Env Delivery	Not started	High	5.1 Carbon neutral by 2030: Carbon sequestration such as large scale tree planting e.g. through schemes such as the Woodland Carbon Code and Associated Fund 5.5 Working with our communities: Work closely with landowners and farming / agricultural communities to explore opportunities for natural sequestration through environmental and land management techniques

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
CN020	Work with public transport operators to support the recovery of passenger numbers following COVID	Passenger numbers return to pre-COVID levels	Short term	Medium term	Transport Services Team/WBC Env Delivery	Not started	Low	6.1.1 Sustainable transport: Working with public transport operators to improve the use of public transport
CN021	Work with public transport operators to increase the use of public transport	Increased numbers of passengers on public transport	Medium Term	Ongoing	Transport Services Team/WBC Env Delivery	Not started	Medium	6.1.1 Sustainable transport: Working with public transport operators to improve the use of public transport 6.1.1 Sustainable Transport: Working with the Government, regional and local partners to enhance rail infrastructure
CN022	Develop climate change bond scheme (community municipal investment)	climate change bond scheme (community municipal investment) launched	Short term	Short term	Finance	Complete	Low/Medium	5.1 Carbon neutral by 2030: Exploring the use of 'Climate Change Bonds' to help deliver a wide variety of infrastructure projects
CN023	Develop and implement a social value policy for the Council to ensure environmental benefits are achieved through the procurement process as well as economic and social benefits	The adoption and implementation of a social value policy	Short term	Short term	Commissioning Service / Env Delivery / Economic Development / Adult Social Care / Communities and Wellbeing	In progress, on track	Medium / High	Not mentioned
CN024	Develop and publish West Berkshire's Tree Strategy	Publish Tree Strategy for West Berkshire	Short term	Short term	WBC Countryside	In progress, on track	Medium/ High	6.1.5 Protecting and Enhancing our Natural Environment: ...a programme of tree and wildflower planting in our open spaces and on our urban highways, which will also add to the character and the biodiversity of our district. This will include: • Schools tree planting; • Woodland creation; • Street tree planting and management; • Orchard planting; • Role of tree wardens; • Role of volunteers; and • Links with the North Wessex Downs AONB organisation 6.1.5: Protecting and Enhancing our Natural Environment: Expand our tree planting programme in suitable locations across the district to enhance the natural environment and help reduce greenhouse gases and impurities in the atmosphere
CN025	Replace the Council's remaining high intensity traffic lights with LED technology	All remaining high intensity traffic lights replaced with LEDs	Short Term	Medium term	WBC Network Management	In progress, on track	Low	Not mentioned

STRATEGIC OBJECTIVE: RESPONSIBLE ECONOMIC GROWTH								
Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
REG001	Ensure aims and objectives of Environment Strategy are reflected in the Local Plan to include such things as high environmental standards for new residential and commercial developments	Local Plan policies drive high environmental standards in new developments	Short term	Short term	WBC Env Delivery / Planning Policy	In progress, on track	High	5.2 Responsible Economic Growth: Use our planning system to ensure that all commercial developments meet a minimum environmental standard so that any adverse impacts associated with new buildings are minimised. 6.1.5 Protecting and Enhancing our Natural Environment: Safeguard and enhance the beauty of our distinctive landscape and improving its environmental value while being sensitive to considerations of its heritage 6.1.5 Protecting and Enhancing our Natural Environment: Apply emerging Government requirements for environmental protection and improved biodiversity through the planning process
REG002	Undertake a district heat mapping project to support the planning and deployment of local low carbon energy projects	Detailed modelling and understanding of demand across the district to inform a Local Energy Strategy	Short term	Medium term	WBC Env Delivery	Not started	Necessary pre-delivery work	5.1 Carbon neutral by 2030:Implementation of Council and district wide energy efficiency schemes
REG003	With key stakeholders develop an Energy Strategy for the District (based on information from CN008 and REG002) to ensure that there is proper planning for energy requirements into the future	Adoption of strategy	Short term	Medium term	WBC Env Delivery	Not started	Necessary pre-delivery work	5.1 Carbon neutral by 2030:Implementation of Council and district wide energy efficiency schemes
REG004	Deliver action plan from Energy Strategy (REG003)	Existing activities and growth in the district is supported by sustainable / green energy options	Short term	Long term	WBC Env Delivery	Not started	Medium/ High	5.1 Carbon neutral by 2030:Implementation of Council and district wide energy efficiency schemes 6.1.2 Buildings: All Council new build or refurbishment projects will take into consideration their carbon impacts 6.1.2 Buildings: Explore ways to make retrofitting insulation and energy efficient heating systems more economically viable 6.1.3 Energy: Use the results of the mapping and master planning to inform any relevant future policy for the district
REG005	Investigate the potential for district heat networks	Suitable areas identified to inform options for delivery projects	Short term	Medium term	WBC Env Delivery	Not started	Medium/High	5.1 Carbon neutral by 2030: Implementation of Council and district wide energy efficiency schemes
REG006	Develop the next Local Transport Plan for the district	Adoption of the Local Transport Plan	Short term	Short term	WBC Env Delivery/WBC Network Management	In progress, on track	High	6.1.1: Sustainable transport: We will review our Local Transport Plan in order to build on the progress we have made
REG007	Studying the viability of implementing Smart Cities initiatives to collect and share sensors and other data/information. Install the necessary infrastructure to be able to suggest alternative routes by using intelligent transport systems and real time air quality information	Assist residents to make smart and sustainable transport choices resulting in improved traffic flow and air quality	Short term	Medium term	WBC Economic Development / Network Management	Not started	Medium	5.2 Responsible Economic Growth: Invest in digital infrastructure and Smart Cities initiatives 6.1.1 Sustainable Transport: Establishing greater connections between sustainable travel options

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
REG008	Lobby for high environmental standards to be reflected in national Building Control standards and engage with consultations. Cross service input likely to be required	Participate in relevant opportunities to help increase environmental standards in building control standards	Short term	Ongoing	WBC Various Teams	In progress, on track	Low/Medium	Foreword: Lobby for changes to national planning policies and building regulations 5.2: Responsible Economic Growth: We will lobby Government to enforce higher standards and encourage the adoption of modern building techniques e.g. factory built eco housing, where possible
REG009	Work with local Education providers to develop relevant skills programmes and materials to enhance the learning of our children and young people in the area of climate change and carbon reduction	Establishment of an education package available for schools to include Eco Schools. Progress towards developing a well-informed generation and work force able to carry out the green jobs of the future	Short term	Ongoing	WBC Env Delivery / Economic Development / Local Education Providers	In progress, on track	Medium/High	5.2: Responsible Economic Growth: Work with local Education providers to develop relevant skills programmes and materials to enhance the learning of our children and young people in the area of climate change and carbon reduction 6.2.4 Working with Young People: Through our schools, communicate with young people to seek their views and work with them to bring about the greener district they deserve. Embedding an understanding of climate change in their studies from a very early age will be key to this as they will be equipped to become custodians of our natural environment in the future
REG010	Design effective communications to help grow new and existing local green businesses and provide them with effective business advice. General business advice is included on the WBC website	Create an environmental communications plan for businesses	Short term	Ongoing	WBC Env Delivery / Economic Development	Not started	Low/Medium	5.2: Responsible Economic Growth: Design effective communications to help grow new and existing local green business and provide them with effective business advice 6.1.2 Buildings: Advise residents and businesses of best practice where possible. 6.2.3 Communicating with and influencing our stakeholders: Improving access to greener options (e.g. waste and recycling, technology and infrastructure)
REG011	Improve signposting on website and social media channels so that businesses have the information they need to make environmentally conscious choices	Website includes relevant information and links specifically for businesses	Short term	Ongoing	WBC Env Delivery / Economic Development	Not started	Low/Medium	5.2: Responsible Economic Growth: Improve signposting on website and social media channels so that businesses have the info they need to make environmentally conscious choices 6.1.2 Buildings: Advise residents and businesses of best practice where possible
REG012	Explore initiatives to incentivise good practice amongst our businesses and seek to incorporate into the Economic Development Strategy	Find incentives for the business community to become more sustainable	Short term	Medium term	WBC Env Delivery / Economic Development	Not started	Medium	5.2 Responsible Economic Growth: Explore initiatives to incentivise good practice amongst our businesses – see strategy for examples 5.2 Responsible Economic Growth: Investigate how 'Green Incentives' for business could be incorporated into the Economic Development Strategy 6.1.2 Buildings: Advise residents and businesses of best practice where possible 6.2.3 Communicating with and influencing our stakeholders: Improving access to greener options (e.g. waste and recycling, technology and infrastructure)
REG013	Lead by example and work to significantly reduce the presence of single use plastic for Council activities and work with the waste industry to improve recycling options	Improved recycling options. To be considered along with the refresh of the Waste Strategy and other Waste minimisation initiatives	Short term	Ongoing	WBC Waste Management/ Veolia	Not started	Low/Medium	5.1: Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: Look at how we can tackle plastic waste locally 6.1.4 Waste: Work with local businesses to improve resource efficiency in the commercial sector

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
REG014	Explore ways to emphasise and support the role that farming and agriculture has in our local economy and the ways in which they can contribute to addressing climate change	To be confirmed	Short term	Ongoing	WBC Env Delivery with Partners	Not started	Medium	Context: We will have to find better ways to engage with our many landowners, farmers and wider agricultural businesses to ensure a joined up approach 5.2 Responsible Economic Growth: Emphasise farming and agriculture in the local economy
REG015	Re-fresh the Highways Asset Management Plan (HAMP) taking into consideration the Environment Strategy	The new HAMP reflects the objectives of the Environment Strategy	Short term	Short term	WBC Asset Management	In progress, on track	Medium	6.1 Key Themes: Develop and maintain resilient highway infrastructure

STRATEGIC OBJECTIVE: HEALTHY COMMUNITIES

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
HC001	Development of the Local Cycle and Walking Infrastructure Plan (LCWIP)	Adoption of the Plan	Short term	Short term	WBC Network Management	In progress, on track	Necessary pre-delivery work	5.3 Healthy Communities: Use available LCWIP funding to further expand the provision of cycling infrastructure 5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC002	Delivery of the priority routes identified in the Local Cycle and Walking Infrastructure Plan (LCWIP)	Delivery of the LCWIP action plan. Cycle route delivery as defined in the Council Strategy Delivery Plan	Short term	Medium term	WBC Network Management	Not started	Low/Medium	5.3 Healthy Communities: Use available LCWIP funding to further expand the provision of cycling infrastructure 5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC003	Work with partners to encourage people to use green and blue spaces, increasing access to the countryside in partnership with wellbeing and mental health services	Improved visitor numbers at key WBC countryside sites	Short term	Ongoing	WBC Countryside	Not started	N/A	6.1.5 Protecting and Enhancing our Natural Environment: Encourage our residents to explore the natural environment, to become active partners in the protection and enhancement of biodiversity and to take ownership of the management of the natural environment 6.1.5 Protecting and Enhancing our Natural Environment: Continue working with volunteers and partners to take care of the natural environment
HC004	Install a network of permanent automatic active travel monitoring sites at key locations on the LCWIP primary network	Implementation of sites	Short term	Short term	WBC Network Management	Not started	N/A	5.2 Responsible Economic Growth: Invest in digital infrastructure and Smart Cities initiatives

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
HC005	Work with partners and the Council's Public Health and Education Services to encourage children to be closer to nature	Increased numbers of children accessing green spaces	Short term	Ongoing	WBC Env Delivery/ Education/ Public Health	Not started	N/A	5.3 Healthy Communities: Encourage children to be closer to nature in and out of school 6.1.5 Protecting and Enhancing our Natural Environment: Encourage our residents to explore the natural environment, to become active partners in the protection and enhancement of biodiversity and to take ownership of the management of the natural environment
HC006	Deliver Cycle Hubs in Theale and Newbury	Delivery of programmed work in partnership with the LEP and Network Rail. Cycle hubs are built	Short term	Medium term	WBC Env Delivery/GWR	In progress, on track	Low/Medium	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC007	Investigate the feasibility of further cycle hubs at strategic locations	Investigation complete	Short term	Medium term	WBC Env Delivery	Not started	Necessary pre-delivery work	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC008	Continue to provide cycle training for children	Increased cycling competency and increased numbers of pupils cycling to school	Ongoing	Ongoing	WBC Network Management	In progress, on track	Low	5.3 Healthy Communities: Continue to provide active travel training to school children 5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC009	Investigate the potential for adult and family cycle training courses	Marketing and feasibility undertaken	Medium Term	Medium term	WBC Network Management	Not started	Low	5.3 Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC010	Pilot a 'School Streets' initiative	Implementation of scheme and learning outcomes captured for future initiatives	Short term	Short term	WBC Network Management	In progress, on track	Low	Not mentioned
HC011	Invest in walking and cycling routes and provide road safety education and safety training	Increase the number of residents walking and cycling, and the % of pupils walking and cycling to school	Ongoing	Ongoing	WBC Network Management	In progress, on track	Low	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: Establishing greater connections between sustainable travel options 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC012	Implement a new travel policy for staff to incentivise more sustainable patterns of travel to/from work and on site visits	Reduction in carbon as a result of new travel policy and reduced mileage claims	Short term	Short term	WBC Env Delivery/ HR	In progress, on track	Medium	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
HC013	Ensure our communities are aware of options to travel sustainably and work to encourage take up of these options	Promotional material created and community engaged	Short term	Ongoing	WBC Env Delivery	In progress, on track	Low	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: Encouraging more sustainable car travel options where use of public transport and active travel is not practical 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC014	Work with local businesses to promote sustainable travel by staff	Improved cycling and walking numbers	Short term	Ongoing	WBC Env Delivery/ Economic Development	In progress, on track	Low	6.1.1 Sustainable Transport: Working with local businesses to promote sustainable travel by staff
HC015	Encourage and promote the take up of emerging sustainable transport technologies through collaboration with tech companies and government trials	Increased use of e-bikes and other emerging sustainable travel technologies (i.e. e-scooters)	Medium Term	Ongoing	Various WBC Teams	In progress, on track	Low	6.1.1 Sustainable Transport: Working with our stakeholders and partners to develop and adopt sustainable transport innovations
HC016	Increase the cycle storage capacity at all secondary schools	Increased cycle storage capacity at all secondary schools	Short term	Short term	WBC Network Management	In progress, on track	Low	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys
HC017	Ensure all primary schools have covered and secure cycle storage of an appropriate capacity	Covered and secure cycle storage available at all primary schools.	Medium Term	Ongoing	WBC Env Delivery	Not started	Medium	5.3: Healthy Communities: Maximise active travel opportunity/delivery projects which encourage active travel 6.1.1 Sustainable Transport: supporting active travel especially for shorter journeys

STRATEGIC OBJECTIVE: RESILIENT TO CLIMATE CHANGE								
Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
RC001	Review and update the Council's Flood Risk Management Strategy in light of the aims of the Environment Strategy	Strategy updated, consulted and adopted	Short term	Short term	WBC Asset Management	In progress, on track	Necessary pre-delivery work	5.4 Resilient to Climate Change: Maintain high quality flood management strategies and sustainable drainage for new and existing infrastructure which improve community resilience 5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change
RC002	Assessment of all highway verges to establish the feasibility of Wild Flower growth	Survey complete and % of the highway network identified for wild flower coverage	Short term	Short term	WBC Countryside	In progress, on track	Necessary pre-delivery work	5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change 6.1.5 Protecting and enhancing our natural environment: Programme of tree and wildflower planting in our open spaces and on our urban highways

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
RC003	Implement a maintenance regime to encourage wild flower growth on verges identified as having potential. Cultivate wild flower growth throughout the Highway network	Wild flower coverage throughout the highway network	Short term	Medium term	WBC Countryside	Not started	Low	5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change 6.1.5 Protecting and enhancing our natural environment: Programme of tree and wildflower planting in our open spaces and on our urban highways
RC004	Work with partners to develop Natural Flood Management (NFM) projects to allow catchment wide adaptation to flooding	Increased number of properties protected from flooding	Short term	Long term	WBC Asset Management/ Environment Agency	In progress, on track	N/A	5.4 Resilient to Climate Change: Maintain high quality flood management strategies and sustainable drainage for new and existing infrastructure which improve community resilience 5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change 6.1.5 Protecting and Enhancing our Natural Environment: Continue working with volunteers and partners to take care of the natural environment
RC005	Work with Thames Water to deliver higher resilience to droughts	More prepared to deal with droughts. Reduced economic and social impacts from droughts	Short term	Long term	WBC Emergency Planning/ Thames Water	Not started	N/A	5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change
RC006	Build on the success of the Pang and Lambourn Valley Flood Forums to make communities more resilient to flood risk and to improve communication on flood risk	Increased number of properties protected from flooding	Short term	Medium term	WBC Asset Management/ Emergency Planning	Not started	N/A	5.4 Resilient to Climate Change: Maintain high quality flood management strategies and sustainable drainage for new and existing infrastructure which improve community resilience 5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change 6.1.5 Protecting and Enhancing our Natural Environment: Continue working with volunteers and partners to take care of the natural environment
RC007	Raising awareness within the Council to ensure our activities align with the aims of the Environment Strategy	Effective internal communications plan produced and delivered	Short term	Ongoing	WBC Env Delivery	Not started	Medium	5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change
RC008	Reuse, recycle and compost at least 60% of municipal waste we handle by 2030	60% recycling rate by 2030	Short term	Long term	WBC Waste Management	In progress, on track	Medium	5.1: Carbon neutral by 2030: Waste reduction activities 5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change 6.1.4 Waste: Reuse, recycle and compost at least 60% of municipal waste we handle by 2030 6.1.4 Waste: Increase our reuse figures by 2030 (current rate is 0.16%)
RC009	Review the Council's Sustainable Drainage policy to ensure it reflects the aims of the Environment Strategy	Document reviewed and adopted	Short term	Short term	WBC Asset Management	In progress, on track	Low	5.4 Resilient to Climate Change: Maintain high quality flood management strategies and sustainable drainage for new and existing infrastructure which improve community resilience 5.4 Resilient to Climate Change: Explore adaptation measures to reduce vulnerability to climate change
RC010	Investigate the feasibility of a rewilding scheme on Council owned land and where suitable implement a pilot project	Investigation complete and pilot project delivered	Short term	Ongoing	WBC Countryside	Not started	Low	6.1.5 Protecting and Enhancing our Natural Environment: Develop a Nature Recovery Plan which will further improve biodiversity and wildlife in the district

STRATEGIC OBJECTIVE: WORKING WITH OUR COMMUNITIES								
Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
WC001	Develop and deliver good communications processes to ensure our communities have the information they need to: i) make good environmental decisions ii) feel engaged and informed relating to the wider work relating to the Environment Strategy	Communities are well-informed about the Environment Strategy and the part they can play	Short term	Ongoing	WBC Env Delivery	In progress, on track	Low/ Medium	5.5 Working with our communities: Improve the overall communications process to ensure our communities have the information they need to make good environmental decisions (strategic communications strategy) 6.1.2 Buildings: Review and assess emerging technology and share our knowledge with stakeholders and communities 6.2.3 Communicating with and influencing our stakeholders: Improving access to greener options (e.g. waste and recycling, technology and infrastructure) 6.2.3 Communicating with and influencing our stakeholders: Actively encourage residents, businesses and our partners to engage in carbon audits, footprint assessments and ongoing carbon budgeting
WC002	Improve our use of technology to increase accessibility to environmental information, events and debate	Effective delivery and access to information to assist with working towards carbon reduction target	Short term	Ongoing	WBC Env Delivery	Not started	Low	5.5 Working with our communities: Improve our use of technology to improve accessibility to environmental information, events and debate 6.1.2 Buildings: Advise residents and businesses of best practice where possible
WC003	Work closely with landowners and farming / agricultural communities to explore opportunities for natural sequestration through environmental and land management techniques	Suitable areas/ projects are identified via work with new and existing contacts in these communities	Short term	Long term	WBC Env Delivery	Not started	Medium/High	Context: We will have to find better ways to engage with our many landowners, farmers and wider agricultural businesses to ensure a joined up approach 5.5 Working with our communities: Work closely with landowners and farming / agricultural communities to explore opportunities for natural sequestration through environmental and land management techniques
WC004	Use the Council website effectively to provide relevant and up to date information for the community to access	Website is publicised effectively and kept up to date	Short term	Ongoing	WBC Env Delivery	In progress, on track	Low	6.1.2 Buildings: Advise residents and businesses of best practice where possible
WC005	Production of an annual progress report and update of the delivery plan	Annual progress report is produced as well as an update of the delivery plan	Short term	Ongoing	WBC Env Delivery	Not started	N/A	Introduction: Review progress annually
WC006	Seek to develop strategic partnerships with stakeholders and organisations	Effective partnerships are created	Short term	Ongoing	WBC Env Delivery	In progress, on track	Low/Medium	6.1.2 Buildings: Review and assess emerging technology and share our knowledge with stakeholders and communities 6.1.2 Buildings: Advise residents and businesses of best practice where possible 6.1.3 Energy: Work with local suppliers, community energy co-operatives and similar groups to invest in renewable energy in the district
WC007	Encourage residents to consider how changes might be made to their own recycling habits so that the amount of waste unnecessarily sent to landfill is minimised	Residents taking greater responsibility for their waste reduction, thus waste sent to landfill is reduced	Short term	Long term	WBC Waste Management	Not started	Low/Medium	5.1: Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: Encourage residents to consider how changes might be made to their own recycling habits so that the amount of waste unnecessarily sent to landfill is minimised

Ref	Actions	Performance Measures	Timescale		Responsibility	Comment / Progress	Predicted Carbon Saving Impact	Links to the Environment Strategy: Statements of Commitment
			Start	Complete				
WC008	Implement a kerbside collection system that is fully compliant with the minimum service standards required by the UK Government by 2025	Fully compliant collection system in place by 2025	Short term	Medium term	WBC Waste Management	Not started	Medium	5.1: Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: Ensure that our waste collections and recycling approach is compliant with emerging government requirements, which are expected to apply from April 2023 6.1.4 Waste: Implement a kerbside collection system that is fully compliant with the minimum service standards required by the UK Government by 2025
WC009	Separate food waste collections to all eligible households by 2025, subject to approval of detailed proposals by the Council	Food waste collection in place by 2025	Short term	Medium term	WBC Waste Management	In progress, on track	High	5.1: Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: Separate food waste collections to all eligible households by 2025, subject to the availability of funding from the Government
WC010	The continuation of the provision of separate garden waste collections from households	Garden waste collection remains in place	Ongoing	Ongoing	WBC Waste Management	In progress, on track	Low	5.1 Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: The continuation of the provision of separate garden waste collections from households
WC011	Collection of at least the core set of dry recyclable materials by April 2025	Dry recyclable system in place by 2025	Short term	Medium term	WBC Waste Management	Not started	Medium	5.1 Carbon neutral by 2030: Waste reduction activities 6.1.4 Waste: Collection of at least the core set of dry recyclable materials by April 2025
WC012	Work with partners to maximise the benefits of infrastructure investment through the Community Infrastructure Levy (CIL)	Enhance the benefits of infrastructure investment	Short term	Ongoing	WBC Planning & Infrastructure / WBC Env Delivery	Not started	Low/Medium	6.2.3 Communicating with and influencing our stakeholders: we will also explore how to use our existing financial models to encourage grant funding sensible environmental projects through, for example, the Community Infrastructure Levy, Elected Member grant bids and third party grants 6.2.5 Planning and Development: We will also explore the possibility of including 'allowable solutions' which seeks to use financial measures e.g. Community Infrastructure Levy where on-site measures are not considered viable and instead contribute to a carbon sequestration /offset funds such as re-forestation
WC013	Providing landlords and home owners with advice on funding to improve energy efficiency and affordability, with a particular focus on PRS (Private Rental Sector) properties where EPC (Energy Performance Certificates) are E or below	The number of PRS properties with EPCs of D or above are significantly increased	Short term	Ongoing	WBC Env Delivery /Housing Service	Not started	Low/ Medium	6.1.2 Buildings: As the enforcing agency for the Energy Performance of Buildings Regulations 2012, for instance, we are well-placed to communicate with local landlords (residential and commercial) and owner occupiers of public buildings to ensure that they are aware of their obligations, affect changes in behaviour, and improve the energy efficiency of the district's building stock
WC014	Support residents to assist with energy switching to ensure they have the most affordable tariffs and linking these to green energy initiatives	Run at least one energy switching initiative per year	Short term	Ongoing	WBC Env Delivery /Housing Service	In progress, on track	Low/Medium	Not mentioned
WC015	Maximising the opportunities for reducing carbon emissions via Government funding for home owners	Increased numbers of homes with improved energy efficiency ratings	Short term	Ongoing	WBC Env Delivery /Housing Service	In progress, on track	Medium	6.1.2 Buildings: Explore ways to make retrofitting insulation and energy efficient heating systems more economically viable

Newbury Town Council

Future Work Programme for Planning and Highways Committee Meetings: 19th of April 2021.

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations and Dispensation
3. Approval of Minutes of previous meeting
 - 3.1 Report on actions from previous minutes
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. The Western Area Planning Committee – Update
10. Sandleford Park Joint Working Group – Update
11. Newbury Community Football Ground – Update

To be confirmed	Follow-up discussion on footpath recommendations.
	Paths that have Cycle ban signs to be reviewed.
	Consider additional signage to countryside paths and open space within the parish of Newbury or immediately adjacent to it.
	Property of the Essex Wynter Trust at Argyle Road, Newbury.
June/ Sept/ December/ March (Quarterly)	Updates on Section 215 of the Town and Country Planning Acts. Updates on ongoing items.
Each November	Review of KPI's for Planning and Highways Committee
Each December	Send Budget and Strategy proposals to RFO