



# Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS  
Tel: 0118 978 3185 [www.wokingham-tc.gov.uk](http://www.wokingham-tc.gov.uk)  
Town Clerk: Mrs J. Nowecki

**This Council Meeting is open to the Public and Press**  
**Please notify the Officer or Chairman if you wish to record the meeting**

31<sup>st</sup> August 2022

Dear Councillor

You are hereby summoned to attend the meeting of the **Planning & Transportation Committee** to be held in the **Council Chamber, Town Hall, Wokingham** at **7.30pm** on **Tuesday 6<sup>th</sup> September 2022** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours sincerely

**J Nowecki**  
Town Clerk

**Contact Officer** Miles Thorne, Technical Officer  
Direct line: 0118 974 0885 Email: [planning@wokingham-tc.gov.uk](mailto:planning@wokingham-tc.gov.uk)

## AGENDA

### 1 APOLOGIES FOR ABSENCE

### 2 MEMBERS' INTERESTS

To receive any declaration of interests from Members on the business about to be transacted.

### 3 QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC

The Chairman to answer questions raised by members of the Council or public.

*This is an opportunity for the people of Wokingham to ask questions of, and make comments to, the Town Council. Members of the public are requested to restrict their questions and comments to three minutes. Questions which are not answered at this meeting will be answered in writing to the person asking the question. To ensure an informed response, please send your questions to the Town Clerk at least three working days prior to the meeting.*

#### **4 MINUTES OF PREVIOUS MEETINGS**

To receive and confirm the Minutes of the proceedings at the meetings of this Committee held on 5<sup>th</sup> July 2022 (pages 16554 to 16559) copy attached as a true and correct record.

#### **5 MONITORING REPORT**

To receive and consider the Monitoring Report dated 31<sup>st</sup> August 2022.

#### **6 PROPOSED TRAFFIC MANAGEMENT SCHEME FOR ROSE STREET**

To receive and consider the proposed traffic management scheme that has been presented as a survey by Wokingham Borough Council.

#### **7 COMMITTEE'S BUDGET**

To receive and consider a report on the Committee's budget as of 31<sup>st</sup> July 2022 (copy attached).

#### **8 PLANNING APPLICATIONS**

To receive and consider current planning applications. Details of the applications are on the Town Council's web site and will be presented at the meeting. <https://www.wokingham-tc.gov.uk/planning-applications/>

#### **9 INFORMATION ITEMS**

To receive items for information or to be referred to a future meeting.

**Planning & Transportation Committee:** Cllrs Peter Dennis, Nick Fox (Chair), Matteo Fumagalli, Daniel Hinton, Lynn Forbes, Peter Hornsby, Keith Malvern, Abby Tebboth and Imogen Shepherd-Dubey.

**Copy to:** Ms Sally Gurney, Cllr Maria Gee

*In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting will be recorded. The purpose of recording proceedings is that it acts as an aide-memoir in assisting the clerk of the meeting in the compilation of minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.*

*In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the Council's Policy on Filming, Recording & Reporting on Council and Committee Meetings (copy available on request).*

5<sup>th</sup> July 2022

**Minutes of the proceedings of the PLANNING & TRANSPORTATION COMMITTEE meeting held on this day in the Diamond Jubilee Room, Town Hall, Wokingham from 19:30 to 20:50**

**PRESENT**

Chair: Cllr N Fox  
Councillors: Cllr A Tebboth, Cllr M Fumagalli, Cllr P Dennis, Cllr I Shepherd-Dubey & Cllr D Hinton.

**IN ATTENDANCE**

PT Officer  
Cllr D King

**APOLOGIES FOR ABSENCE (Agenda Item 1)**

Cllr L Forbes  
Cllr K Malvern (arrived at 8.15pm)  
Cllr P Hornsby

**MEMBERS' INTERESTS (Agenda Item 2)**

No interests were declared.

**QUESTIONS FROM THE COUNCIL OR MEMBERS OF THE PUBLIC (Agenda Item 3)**

None

**ACTION: PT OFFICER**

**PLANNING & TRANSPORTATION COMMITTEE MINUTES (Agenda Item 4)**

**RESOLVED  
30476**

It was proposed by the Chair and seconded by Cllr Hinton and it was that the minutes of the Planning & Transportation Committee meeting held on 7<sup>th</sup> June 2022 (pages 16548 to 16552) be received as a true and correct record and that they be confirmed and signed by the Chair.

**ACTION: PT OFFICER**

**MONITORING REPORT (Agenda Item 5)**

The Monitoring Report dated 29<sup>th</sup> June 2022 was received and considered.

**SECURE BICYCLE STORAGE IN WOKINGHAM TOWN**

The PT Officer confirmed that the secure lockers would be powered by battery, and this would be maintained by the installers of the lockers.

CHAIRMANS INITIALS \_\_\_\_\_



Cllr Dennis informed the Committee that there had recently been a series of bike thefts in the Town at the railway station. This shows that there is a requirement for secure bike storage and that this may need expanding from the Town to the railway station.

#### BUS SHELTERS

The PT Officer reported that Cllr Malvern has started the process to check the maintenance status of the bus shelters. Once this has been gathered the PT officer will create a maintenance document for the shelters.

The Committee welcomed this and thanked Cllr Malvern for his efforts with this.

Cllr Shepherd Dubey asked if there was any news on the new bus route which would bring 3 new bus shelters under our maintenance, as yet we have not heard when this will be taking place.

Cllr Dennis asked if we would be able to have a CIL payment for future maintenance costs.

#### **ACTION: P&T OFFICER & CLLR MALVERN**

#### **PROPOSED DEVELOPMENT AT WELLINGTON ROAD**

##### **(Agenda Item 6)**

To receive and consider pre application information on proposed residential development at Wellington Road junction with Station Road and Park Road.

The PT Officer presented the slides from the public consultation pack supplied by Wokingham Borough Council on this proposed development. It was hoped that a representative from WBC would be available to present this but this wasn't possible.

The Committee saw improvement in this application from the past application.

There was a discussion on car parking and there are two views.

- No car parking provided on site except for disabled and delivery spaces. The residents would be provided with parking permits for alternative local parking. This could then allow more amenity land for the site.
- Full car parking provided for all residents.

The Committee would like assurances that the Council's environmental standards are being implemented on this project.

Would it be possible to incorporate a lift within the building?

CHAIRMANS INITIALS \_\_\_\_\_



Can removal of trees be kept to a minimum and any that are removed are replaced.

**ACTION: P&T OFFICER**

**BUDGET REQUEST FOR SPEEDWATCH SIGNS AND EQUIPMENT  
(Agenda Item 7)**

The PT officer presented the report on the request for funds for Speedwatch signs and further request for a mobile speed camera unit to be used within Wokingham Town.

The Committee appreciate that it is important to have road safety enablement within the Town. There was a discussion regarding the signage whereby it tracks and shows your speed and this was seen as an effective option.

The Committee are of the opinion that this proposal should not be directly funded by Wokingham Town Council but the route should be for the Speedwatch group to apply to Wokingham Town Council for a grant's. The next round of grants applications opens at the end of July 2022.

For the grant application it would be useful for all the Speedwatch Groups, within Wokingham Town to come together with their statistics on how often they are out and what locations they do their recording.

There would need to be policy and a cost breakdown of what equipment is required.

Cllr Dennis stated that there may be a shortage of volunteers for the Speedwatch groups and that this is where the Town Council could directly help by facilitating adverts for new volunteers on social media outlets such as Love Wokingham.

**ACTION: P&T OFFICER**

**COMMITTEE'S BUDGET (Agenda Item 8)**

A report on the Committee's budget as of 31<sup>st</sup> May 2022 was received.

CHAIRMANS INITIALS \_\_\_\_\_



**PLANNING APPLICATIONS (Agenda Item 9)**

**RESOLVED  
30477**

The following applications were received and considered, and it was that the Committee would make comment as shown.

**221549 37 Rose Street RG40 1XS**

Application for Listed Building consent for the proposed erection of an outbuilding to form a detached garage / home office, following demolition of the existing garage.

The Committee thought that this would improve the current outbuilding area.

There are concerns at the loss of trees. Can any removed be replaced.

**221676 Hutts Farm Cottage Blagrove Lane RG41 4AX**

Full application for the proposed conversion of the existing outbuilding to a separate dwelling with associated alterations including changes to fenestration and erection of new boundary fence and gates, plus formation of new parking for the existing dwelling.

No Comments

**221684 The Hope And Anchor Station Road RG40 2AD**

Application for Listed Building consent for the proposed subdivision of the site and change of use of part of the public house into a self-contained 4 no. bedroom dwelling with associated changes to fenestration and provision of rear amenity space, plus construction of a single storey rear extension to form new toilet facilities and storage for the public house.

The Committee were sad to see that most of the public house would be removed but could understand the economic reasoning and support this application.

It was a shame that the signage would also be lost but happy that the pub remained in the Town.

**221798 Land off Keephatch Road RG40 1QD**

Prior approval submission for the proposed installation of a new 15m monopole tower to support antenna, associated radio-equipment housing and ancillary development hitherto.

A location at nearby Warren House Road was seen as a better alternative.

The Committee would like to know if there is a strategic plan for these installations, showing where the locations are planned and what alternative locations were investigated.

It seems that we are getting lots of these applications dripped through, but it would be very useful to see them as a whole. This would enable the Committee to

CHAIRMANS INITIALS \_\_\_\_\_



recommend alternative locations where necessary when the whole picture can be seen.

**221866 The Plaza Denmark Street Wokingham**

Application to vary condition 4 of planning consent 200224 for the Full application for Change of use of unit from Class A1(Retail) to Class D2 (Health and Fitness). Condition 4 refers to Hours of use and the variation is to **Open 06.00 instead of 06.30 Monday to Friday.**

The Committee support this application.

**221897 Wescott Infant School Wescott Road RG40 2EN**

Full planning application for the proposed erection of welded-mesh fence along with gates to the southern boundary along Goodchild Road. Fencing is to continue part way along the south-western boundary fencing and metal posts also to Eastern Boundary School road to include fencing and vehicle gates, replacing the existing boundary fencing.

The Committee have the same response as to the last application for this site.

The Committee understand the safeguarding issues and their requirements but think that the fencing could be implemented in a more sensitive manner.

The Committee object as it is not in keeping with a heritage site.

**221890 Land at Bucks Copse 74-76 Rear Of Barkham Road RG41 2RD**

Full application for the proposed erection of 2no. dwellings and garage, following demolition of existing garages.

The Committee saw this as an improvement on the last application.

It was noted that on a previous application 091072 that an objection was that the entrance road at Bucks Copse is not a public road, but a private road owned by the residents. It was a concern that this may still be the case and this could be an issue with access.

**ACTION: P&T OFFICER**

**INFORMATION ITEMS (AGENDA ITEM 9)**

The PT Officer reported to the Committee that a new contact for Planning at Wokingham Borough Council, Brian Conlon. He can provide planning training to the Committee in the Autumn.

Brian has asked if the Committee would feedback if training would be preferred in person or via online training.

The consensus seems to be for an online training course and if possible an in person Q&A session prior to a P&T Meeting.

CHAIRMANS INITIALS \_\_\_\_\_



**ACTION: P&T OFFICER**

CHAIRMANS SIGNATURE \_\_\_\_\_

CHAIRMANS INITIALS \_\_\_\_\_





**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

**Date: 31st August 2022**

<b>Date Action Agreed</b>	<b>Item for Action (to include any resolution number)</b>	<b>Person Actioning</b>	<b>Proposed Completion Date</b>	<b>Progress</b>
---------------------------	---	-------------------------	---------------------------------	-----------------

**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

**Date: 31st August 2022**

<p>29 Sep 2021</p>	<p>SECURE BICYCLE STORAGE IN WOKINGHAM TOWN</p>	<p>PT Officer</p>	<p>October 2022</p>	<ul style="list-style-type: none"> <li>• To investigate possibility of installing secure bike racks in town centre</li> <li>• Research being undertaken including other local authorities and with WBC</li> <li>• Cllr Dennis &amp; PT Officer to continue research January 2022</li> <li>• Project to be referenced in Residents' Survey 2022</li> <li>• Budget will need to be sought in-year as appropriate</li> <li>• January 2022 had meetings with Cllr Dennis and with 2 suppliers (Bikeaway and Lock-it Safe). I will attach a document to the Agenda with updates on these along with progress on the project.</li> <li>• February 2022 had meetings with two new possible suppliers (FalcoPod &amp; Spokesafe). I will attach document to Agenda with details.</li> <li>• March 2022 – Meetings have been held between Councillors, Spokesafe and My Journey Wokingham. Town Clerk &amp; Technical Officer's Report to be received and discussed at Agenda Item 6.</li> <li>• April 2022 – The Committee resolved to support the proposal funded by the MyJourney grant for 8 Secure Cycle Lockers within the Town Centre. The money from the grant will be available in October 2022.</li> </ul>
--------------------	---	-------------------	---------------------	---

**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

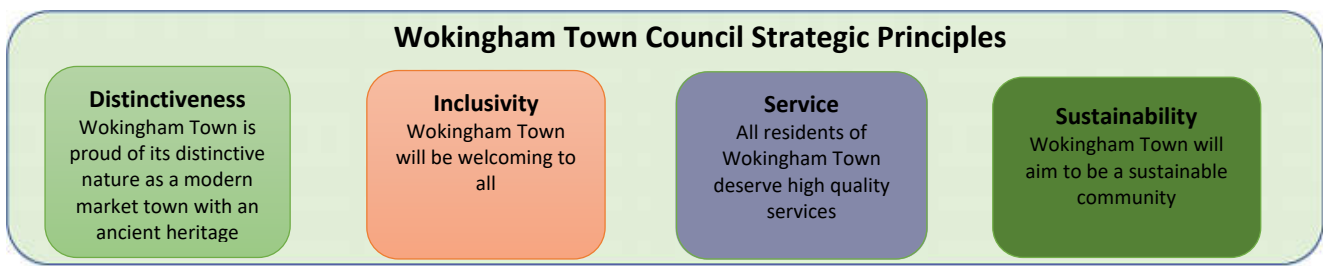
**Date: 31st August 2022**

				<ul style="list-style-type: none"> <li>• The location for the shelter has yet to be finalised but is hoped to be in one of the Town Centre car Parks.</li> <li>• The cost of hire has also to be finalised.</li> <li>• I have been in contact with Julie Pillai and WBC are considering the 2 car park spaces to be allocated at Denmark Street, Car Park.</li> </ul>
20 June 2022	Bus Shelters maintenance	PT Officer, Cllr Malvern	Sep 2022	<ul style="list-style-type: none"> <li>• To complete a survey of condition and any repairs\maintenance required on the Bus Shelters in the control of Wokingham Town Council.</li> <li>• To keep this list updated.</li> <li>• Cllr Malvern has started this process by visiting and recording status at each of the shelters.</li> <li>• The PT Officer will create a document to record this information and keep document updated.</li> <li>• Cllr Malvern has completed his survey. He noticed that some shelters had WTC posters from old events. The PT Officer will arrange for these to be removed. There were several shelters that may need minor repairs. The PT Officer will follow up on these.</li> </ul>

**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

**Date: 31st August 2022**



**WTC strategy:**

To encourage the life and vibrancy of Wokingham Town for its existing and future residents and businesses

**What we will do:**

- Strive to make our town a pleasant place to live in and move around
- Maintain and improve our town centre and recreational facilities
- Facilitate and enable the best use of our resources
- Ensure Wokingham Town Council is a great place to serve & work in
- Encourage the delivery of arts and culture throughout our town
- Maintain our traditions and making them accessible to all

<b>P&amp;T Strategy</b>	<b>Objectives</b>	<b>Metric</b>
Strive to make our town a pleasant place to live in and move around	<p><i>We will proactively lobby for and respond to Planning and Transportation issues that significantly affect the ambience and/or congestion of Town Council Wards.</i></p> <p><i>We will develop relationships other external bodies where there is mutual gain in the Committee's co-operation to achieve our vision</i></p>	<p><i>% Applications where our comment is taken on board</i></p> <p><i>Number of representations made at WBC Planning Meetings</i></p> <p><i>Number of external planning briefings attended</i></p>

**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

**Date: 31st August 2022**

Maintain and improve our town centre and recreational facilities	<i>We will participate fully in all aspects of the Town Centre regeneration</i>	<i>Response rate to regeneration consultations and applications (target 100%)</i>
Facilitate and enable the best use of our resources	<i>We will ensure that Councillors have the necessary skills to fulfil their roles on Planning and Transportation issues and Committee participation</i>	<i>% Councillors trained</i>
Ensure climate change implications are considered when reviewing development applications	<p><i>Committee focused on considering and supporting climate friendly initiatives.</i></p> <p><i>Committee trained to best understand climate change impact on development.</i></p> <p><i>Feedback on applications includes appropriate comments/material considerations.</i></p> <p><i>Responses to planning applications demonstrates commitment to improving development and aligning with climate emergency targets.</i></p>	<i>All applications discussed will have Climate Change implications included..</i>

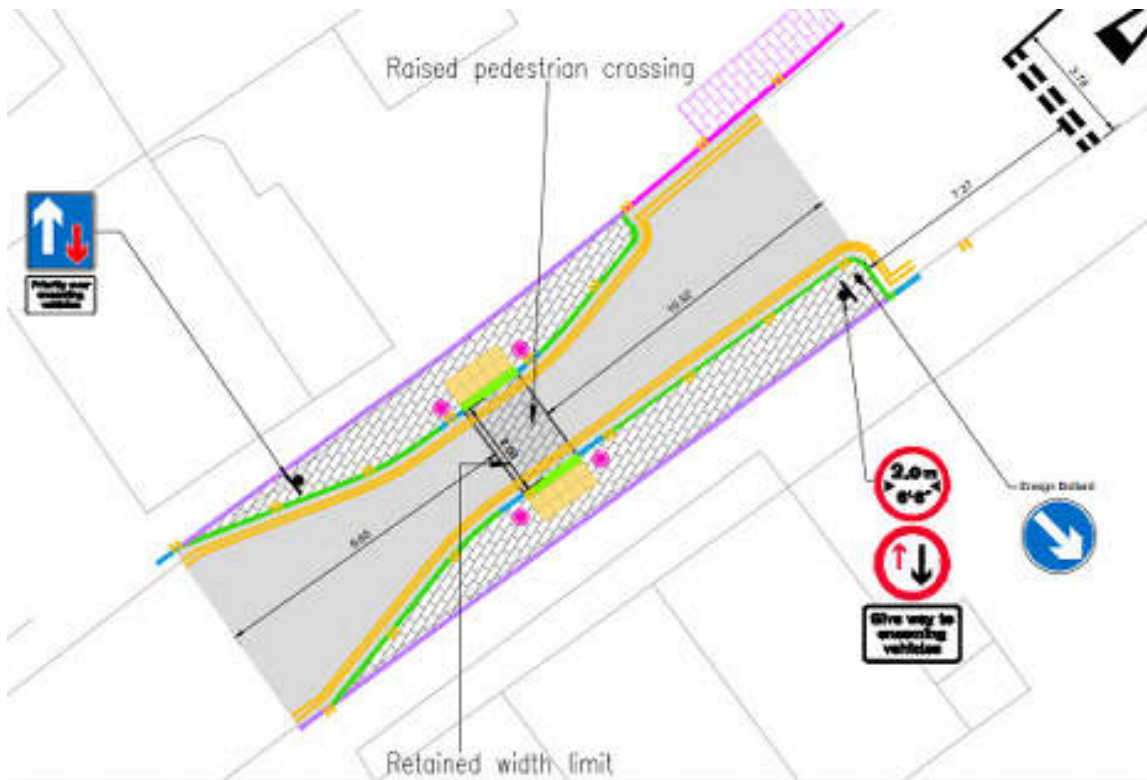
## **Rose Street - new traffic management proposal**

In response to residents' concerns over pedestrian crossing safety and violation of the vehicle width restriction in Rose Street we are proposing to introduce a traffic management scheme near its junction with Broad Street.

The existing traffic island which reduces the width of the carriageway will be removed and replaced with kerb extensions on both sides of the road to reduce the crossing distance and impose a priority control.

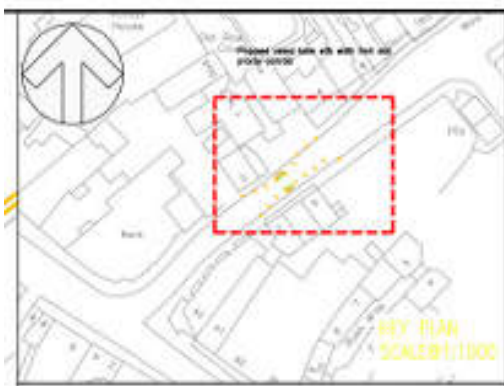
The vehicle width limit will be retained for safety reasons and the crossing point will be raised to footway level to control vehicle speeds and assist pedestrian crossing.

Please see attached document for full details of the proposed works.



**KEY:**

-  BULLNOSE KERB WITH 50mm UPSTAND
-  TBC FLUSH GRANITE KERB
-  TRANSITION KERB FROM B450 TO B1
-  UPSIDE DOWN AND TILTED B1 KERB
-  PROPOSED BOLLARD WITH REFLECTIVE BANDING 300mm SETBACK FROM KERB
-  PROPOSED CARRIAGEWAY RESURFACING
-  PROPOSED BUFF COLORED TACTILE PAVING
-  PROPOSED ROAD MARKINGS TO TSROD SPECIFICATIONS
-  PROPOSED ROAD SIGN AS INDICATED
-  BLOCK PAVING TO BE REPLACED AND REGRADED WITH RED BLOCK PAVING
-  MACADAM STREET PRINT (TO BE CONFIRMED BY CLIENT)
-  EXISTING KERBS TO BE REPLACED WITH HB2 KERBS
-  HS01 - UNDERGROUND SERVICES EXPECTED - PLEASE REFER TO T446
-  PROPOSED YELLOW MARKING TO TSROD SPECIFICATIONS



03/08/2022  
09:59

**Wokingham Town Council**

**Detailed Income & Expenditure by Budget Heading 03/08/2022**

**Month No: 4**

**Cost Centre Report**

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available
<u>401 Highways and Planning</u>						
4111 Bus Shelter Repairs	625	0	2,200	2,200	625	1,575
Highways and Planning :- Indirect Expenditure	625	0	2,200	2,200	625	1,575
<b>Net Expenditure</b>	<b>(625)</b>	<b>0</b>	<b>(2,200)</b>	<b>(2,200)</b>		
Grand Totals:- Income	0	0	0	0		
Expenditure	625	0	2,200	2,200	625	1,575
<b>Net Income over Expenditure</b>	<b>(625)</b>	<b>0</b>	<b>(2,200)</b>	<b>(2,200)</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>(625)</b>	<b>0</b>				