



Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS
Tel: 0118 978 3185 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

02nd November 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 8th November 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

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 4th October 2022 (pages 16615 to 16619) copy attached as a true and correct record.

5 MONITORING REPORT

To receive and consider the Monitoring Report dated 02nd November 2022.

6 FINCHAMPSTEAD NEIGHBOURHOOD DEVELOPMENT PLAN

To receive and consider the proposed Neighbourhood Development plan of this adjoining parish. There is a consultation period until 23rd November 2022.

7 COMMITTEE'S BUDGET

To receive and consider a report on the Committee's budget as of 30th September 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).

4th October 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 20:15

PRESENT

Chair: Cllr N Fox

Councillors: Cllr I Shepherd-Dubey, Cllr A Tebboth, Cllr M Fumagalli & Cllr K Malvern.

IN ATTENDANCE

PT Officer.

APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllr L Forbes

Cllr P Hornsby

Cllr P Dennis

Cllr D Hinton.

MEMBERS' INTERESTS (Agenda Item 2)

No interests were declared.

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

None

PLANNING & TRANSPORTATION COMMITTEE MINUTES (Agenda Item 4)

**RESOLVED
30517**

It was proposed by the Chair and seconded by Cllr Malvern, and it was that the minutes of the Planning & Transportation Committee meeting held on 6th September 2022 (pages 16583 to 16589) be received as a true and correct record and that they be confirmed and signed by the Chair.

ACTION: PT OFFICER

CHAIRMANS INITIALS _____



MONITORING REPORT (Agenda Item 5)

The Monitoring Report dated 28th September 2022 was received and considered.

SECURE BICYCLE STORAGE IN WOKINGHAM TOWN

The Planning officer updated the Committee on the progress of the project since the last P&T meeting.

- The spaces have been agreed with WBC and are the current motorcycle spaces and 1 car space by the Raglan Public House. The current motorcycle spaces will be relocated to the next parking area along from existing location.
- I have been in contact with our social media Officer, and they will prepare a campaign.
- I have met with Max from Spokesafe at the location and he has confirmed that the location is viable to hold the 8 lockers.
- We are planning on October 21st October for install. This will go ahead provided that the site has been cleared and signage regarding the change being placed by WBC highways. I have been in contact with Martin Heath, and he has arranged this.

The Cllr Shepherd-Dubey asked how we will be directing users to this new facility. It was agreed that alongside a social media campaign there will be a notice on the Town Hall noticeboard.

BUS SHELTERS

The PT Officer thanked Cllr Malvern for completing the survey on the maintenance status of the Bus Shelters that are maintained by Wokingham Town Council.

This has provided the information required for a quote which has been provided and accepted. GW Shelter Solutions have agreed to carry out the repair work commencing in early November. The funds for this work are to be taken from the allocated budget.

ACTION: P&T OFFICER

CHAIRMANS INITIALS _____



COMMITTEE'S BUDGET (Agenda Item 6)

A report on the Committee's budget as of 31st July 2022 was received.

Councillors discussed whether additional funds need to be added to the budget. They have asked if a 10% uplift could be provided in next year's budget for inflation.

PLANNING APPLICATIONS (Agenda Item 7)

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

**RESOLVED
30518**

222618 36 Langborough Road RG40 2BT

Full application for the proposed change of use from a part residential/part office to a 5no. bedroom dwelling with internal alterations. Following demolition of existing lean to at rear and erection of a single storey extension, with provision of onsite parking spaces and rear garden.

The Committee discussed but had no comments to forward to WBC.

222556 304 London Road Wokingham Wokingham RG40 1RD

Full application for the proposed erection of 1no two bedroom dwelling.

A member of the public had contacted the Planning Officer to ask if they could speak at the meeting regarding their objections to this application. It had been agreed but unfortunately, they could not attend. As this was the case the Committee received their comments for their deliberations on this application.

A summary of these objections were as follows

1. Information submitted by Applicant is inconsistent and/or inaccurate and/or misleading.
2. The proposal would significantly harm the character of the area (Norreys Ward) as it would constitute unacceptable back-land tandem development resisted under NPPF, Policy TB06 and the Borough Design Guide.
3. The development would be in conflict with Core Polices CP1 and CP3, Managing Development Delivery Policy TB06, the Borough Design Guide SPD and the National Planning Policy Framework (NPPF).

CHAIRMANS INITIALS _____



4. Concerns regarding the shared access/egress to/from London Road by vehicles and pedestrians using the land to rear of 306, 304 and 302 London Road (cars and commercial type vehicles) and vehicles/pedestrians to the front of 304 London Road. Concerns regarding safe vehicle management within the whole site.

The Committee discussed the application and noted that several objections had been raised by residents.

They discussed the size and positioning of the proposed development in regard of neighbouring property.

There were no specific objections however there were concerns about overdevelopment.

222748 Waitrose Ltd Rectory Road Wokingham RG40 1BB

Application for Listed Building consent for proposed reconstruction and restoration works to car park boundary walls, with associated landscaping.

The Committee support the proposal for the restoration work and are glad that this is taking place. They would like assurances that any trees removed will be replaced.

222826 26 Keephatch Road RG40 1QJ

Householder application for the proposed two storey front (East), two storey side (North) to include integral garage, two storey side (South), single storey rear extension (West) to include 1no. juliet balcony, 1no. balcony, rooflights, changes to fenestration, following demolition of existing garage & utility room.

The Committee discussed the application and thought that the development changed the size of the current property substantially, however this did match the size of neighbouring properties.

There are no comments to be placed on the application.

ACTION: P&T OFFICER

INFORMATION ITEMS (AGENDA ITEM 9)

CHAIRMANS INITIALS _____



The PT Officer informed the Committee that he attended an open day at the Bradbury Centre to promote a proposed development at 19-21 Market Place. Cllr Malvern also attended this event.

There was a discussion at the event with Karen Price (Hawes Price Limited) regarding them directly presenting the proposal to the Committee.

The Committee agreed that they could present the proposal prior to the next P&T Committee meeting on 8th November.

ACTION: P&T OFFICER

CHAIRMANS SIGNATURE _____

CHAIRMANS INITIALS _____



WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02nd November 2022

Date Action Agreed	Item for Action (to include any resolution number)	Person Actioning	Proposed Completion Date	Progress
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02nd November 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"> • To investigate possibility of installing secure bike racks in town centre • Research being undertaken including other local authorities and with WBC • Cllr Dennis & PT Officer to continue research January 2022 • Project to be referenced in Residents' Survey 2022 • Budget will need to be sought in-year as appropriate • 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. • February 2022 had meetings with two new possible suppliers (FalcoPod & Spokesafe). I will attach document to Agenda with details. • March 2022 – Meetings have been held between Councillors, Spokesafe and My Journey Wokingham. Town Clerk & Technical Officer's Report to be received and discussed at Agenda Item 6. • 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.
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02nd November 2022

			<ul style="list-style-type: none"> • The location for the shelter has yet to be finalised but is hoped to be in one of the Town Centre car Parks. • The cost of hire has also to be finalised. • 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. <p>September 2022</p> <ul style="list-style-type: none"> • The spaces have been agreed with WBC and are the current motorcycle spaces and 1 car space by the Raglan Public House. The current motorcycle spaces will be relocated to the next parking area along from existing location. • I have been in contact with our Social Media Officer and they will prepare a campaign. • I have met with Max from Spokesafe at the location and he has confirmed that the location is viable to hold the 8 lockers. • We are planning on October 21st October for install. <p>October 2022</p> <ul style="list-style-type: none"> • October 31st update - The supplier unfortunately could not install on date they supplied. We are awaiting a new install date. • I have been working with the Marketing Officer and Cllr Dennis on the promotion and Social Media for the launch.
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02nd November 2022

				<ul style="list-style-type: none">• I have tested the App and it is planned that after the install there will be a short testing period before it goes live.• Once the Cycle Lockers are installed there will be a sedum blanket installed. Date to be supplied.
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

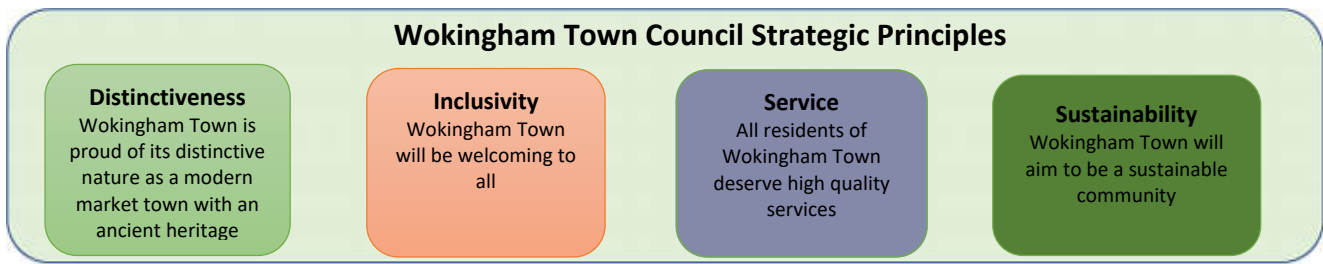
Date: 02nd November 2022

<p>20 June 2022</p>	<p>Bus Shelters maintenance</p>	<p>PT Officer, Cllr Malvern</p>	<p>Sep 2022</p>	<ul style="list-style-type: none"> • To complete a survey of condition and any repairs\maintenance required on the Bus Shelters in the control of Wokingham Town Council. • To keep this list updated. • Cllr Malvern has started this process by visiting and recording status at each of the shelters. • The PT Officer will create a document to record this information and keep document updated. • 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. <p>September 2022</p> <ul style="list-style-type: none"> • The Bus shelters that require maintenance have been surveyed and a quote was received and accepted from GWShelterSolutions. There is remaining budget to cover the cost of repairs. • Work will commence in early November.
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02nd November 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

P&T Strategy	Objectives	Metric
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: 02nd November 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>

Finchampstead Neighbourhood Development Plan

Finchampstead Future, a group of volunteer local residents, working in partnership with Finchampstead Parish Council, has produced a Neighbourhood Development Plan.

To have the FNDP approved as a formal input to Planning decisions we have to ensure that we consult with local people, organisations, businesses, landowners, etc. about our analysis and policy proposals, and that their views are considered and used to influence the plan as appropriate. Part of this process is evidencing that the plan accurately reflects the needs of the area and the views of local people.

The first formal public consultation on the draft plan, the Regulation 14 Statutory Consultation, took place in February to March 2021. A further 'focused' Regulation 14 Consultation took place in October to November 2021.

Full details and response form are available on the website

<https://www.finchampstead-pc.gov.uk/community-projects/neighbourhood-development-plan>

Finchampstead Neighbourhood Plan 2022 - 2038

Consultation

What is this consultation about?

This consultation is being undertaken by Wokingham Borough Council, and seeks your views on the submitted Finchampstead Neighbourhood Plan that has been prepared by Finchampstead Parish Council (the qualifying body). The consultation runs from **Wednesday 12 October to 5pm on Wednesday 23 November 2022**.

What is a Neighbourhood Plan?

Neighbourhood planning was introduced through the Localism Act 2011 and is a means for local communities to take the lead on shaping how their area is developed. Communities can prepare Neighbourhood Plans (often referred to as Neighbourhood Development Plans) which set out specific planning policies to help shape and guide development in their area. Neighbourhood Plans sit alongside the Local Plan in being the starting point for considering planning applications and they must be consistent with the Local Plan.

Why are we consulting?

The qualifying body has submitted the neighbourhood plan to the council having previously undertaken their own consultation. Where a draft neighbourhood plan is submitted to a local planning authority and meets the requirements in the legislation, the local planning authority is required to publicise the neighbourhood plan for a minimum of 6 weeks. The purpose of this 6-week consultation is to invite representations which will inform the examination of the plan. This is technically known as the Regulation 16 (of the Neighbourhood Planning (General) Regulations 2012 (as amended)) consultation.

What are the next steps?

After the Regulation 16 consultation, the next stage in the plan making process is for an independent examination to take place. All representations received during the Regulation 16 consultation will be passed to the appointed examiner, who is external to both the council and the qualifying body. When considering the content of a neighbourhood plan, an independent examiner's role is limited to testing whether or not a draft neighbourhood plan meets the [basic conditions](#), and other matters set out in [paragraph 8 of Schedule 4B to the Town and Country Planning Act 1990 \(as amended\)](#). The examiner will make recommendations on whether the plan should proceed to referendum or suggest changes that need to be made for the referendum to take place.

After the examination, the council makes its final decision on whether the plan complies with all the national requirements and will arrange for a referendum to take place. Anyone registered to vote within the area covered by the plan can vote on whether or not the plan should be brought into force. If greater than 50% vote in favour of the plan being adopted, the council will then bring it into force and it will form part of the council's wider development plan for determining planning applications.

How do I get involved?

Consultation on the Plan runs from **Wednesday 12 October to 5pm on Wednesday 23 November 2022**.

You can find all of the documents, on the Council's website at:

<https://www.wokingham.gov.uk/planning-policy/planning-policy-information/neighbourhood-planning/>

Please return your completed response form or comments to us by:

- Email to: policyandplans@wokingham.gov.uk
- Post to: Growth & Delivery Team, Wokingham Borough Council, Civic Offices, Shute End, Wokingham, RG40 1WR

What happens to your comments?

Following the close of the consultation period on Wednesday 23 November 2022, the Council is required to pass all of the received comments to an independent examiner. Please note that we cannot respond to comments individually.

Please note:

Please note: Comments received after 5pm on Wednesday 23 November 2022 will not be considered. All comments received will be made available to the examiner, who has signed a confidentiality agreement.

Comments will be used to make considerations only, and will not be used for any other purposes.

For our privacy statement please see our website: <http://www.wokingham.gov.uk/council-and-meetings/information-and-data-protection/privacy-statement/>

PART A: Contact Details	
Name:	
Are you responding as a:	Resident in Wokingham Borough Resident outside the Borough Local Authority Statutory Body Councillor / Clerk Society / Community Group Business / Agent Landowner / Developer Other interested party Please specify
Job title / role (if applicable):	
Responding on behalf of:	
Organisation name (if applicable):	
Address:	
Postcode:	
Email address:	
	If you would like to be notified of Wokingham Borough Council's decision whether to 'make' the Plan (to bring it into legal force), please tick the box below. Yes, please notify me <input type="checkbox"/>

All comments must be received by 5pm 23 November 2022

PART B

Please use as many or as few comments boxes as you wish.

Comment 1

To which part of the Neighbourhood Plan does your representation relate?

Whole document?	Yes No	Paragraph Number		Policy Reference:	
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Do you support, support with modifications, oppose, or wish to comment on this policy/paragraph? (Please tick one answer)

Support Support with modifications Oppose Wish to comment

Please give details of your reasons for support/opposition, or make other comments in the box below, including any specific changes you wish to see to the Plan. Please be as precise as possible.

(Continue on separate sheet if necessary)

Comment 2

To which part of the Neighbourhood Plan does your representation relate?

Whole document?	Yes No	Paragraph Number		Policy Reference:	
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Do you support, support with modifications, oppose, or wish to comment on this policy/paragraph? (Please tick one answer)

Support Support with modifications Oppose Wish to comment

Please give details of your reasons for support/opposition, or make other comments in the box below, including any specific changes you wish to see to the Plan. Please be as precise as possible.

(Continue on separate sheet if necessary)

If you have additional representations feel free to include additional pages. Please make sure any additional pages are clearly labelled/ addressed or attached.

04/10/2022
12:52

Wokingham Town Council

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>401 Highways and Planning</u>						
4111 Bus Shelter Repairs	625	313	2,200	1,888	313	1,575
Highways and Planning :- Indirect Expenditure	625	313	2,200	1,888	313	1,575
Net Expenditure	(625)	(313)	(2,200)	(1,888)		
Grand Totals:- Income	0	0	0	0		
Expenditure	625	313	2,200	1,888	313	1,575
Net Income over Expenditure	(625)	(313)	(2,200)	(1,888)		
Movement to/(from) Gen Reserve	(625)	(312)				