



Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS
Tel: 0118 978 3185 www.wokingham-tc.gov.uk
Town Clerk: K. Hughes

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

08th March 2023

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 14th March 2022** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'K. Hughes'.

K Hughes
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 7th February 2023 (pages 16689 to 16694) copy attached as a true and correct record.

5 MONITORING REPORT

To receive and consider the Monitoring Report dated 08th February 2023.

6 DRAFT RECOMMENDATIONS FOR WARD BOUNDARIES IN WOKINGHAM

To receive and consider the draft recommendations for new wards, ward boundaries, and ward names for Wokingham Borough Council. Comments are required by 10th April 2023.

7 COMMITTEE'S BUDGET

To receive and consider a report on the Committee's budget as of 28th February 2023 (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, 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).

7th February 2023

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

PRESENT

As Cllr N Fox (Chair) was unable to attend the meeting Cllr Shepherd-Dubey agreed to Chair the meeting.

Chair: Cllr I Shepherd-Dubey

Councillors: Cllr A Tebboth, Cllr M Fumagalli, Cllr D Hinton & Cllr K Malvern.

IN ATTENDANCE

PT Officer.

Two members of the public

APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllr P Dennis

Cllr P Hornsby

Cllr N Fox

MEMBERS' INTERESTS (Agenda Item 2)

None.

As there were two members of the public in attendance that wanted to discuss Planning Application 223691 this was brought forward on the Agenda to be discussed.

223691 Lee Spring Latimer Road RG41 2WA

Full application for the proposed erection of a 3-part development to include Block A (3 storeys), Block B (4 storeys) and Block C (2 storeys), providing 45 residential dwellings, including on-site parking, shared amenity spaces, enhanced green spaces to support biodiversity and waste storage facilities. Access for neighbouring garages to be provided by 3.7m wide through-route north of the site. Following demolition of the existing buildings.

The members of the public explained that they lived nearby the proposed development and wanted to raise their objections and that of neighbours they have spoken to. They have already placed their objections on the Planning Portal.

Their main objections were.

- The scale of the proposed development was out of proportion for the site.
- The impact of extra parking on local roads as the development does not have adequate parking spaces for the number of flats.

CHAIRMANS INITIALS _____



- It will have an impact on road safety and cause more pollution.
- The height of buildings at up to 4 storeys creates an overlooking issue for residents of nearby property.
- That no affordable housing is being offered in this development.

They would welcome a well-designed smaller development ideally that had some affordable housing.

The Committee could understand a development in this location as the existing site is a bit of an eyesore, however there is a concern at a loss of industry in the Town.

The amount of cycle storage provision, electric charging points and the use of solar panels within the development were welcomed.

The main concerns were regarding the size and mass of the development. Four storeys is out of proportion.

That no affordable housing is being offered and that the developer can bypass the level of required affordable housing. How is this justified?

There seems to be the absence of rear access to the site that is required.

The amount of parking spaces is not adequate for the development, and this will overflow onto local roads which are already full. This will impact road safety. There also needs to be allocated parking spaces.

The committee therefore object to this application

CP3 - Principles for development – a) Mass

CP6 - Managing Travel Demand – e) adverse effects on transport network

Clr Malvern has agreed to speak on behalf of the Committee if this is called in by WBC.

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

Mr Andy Croy representing SpeedWatch for Norreys & Wescott asked the following question.

Will Wokingham Town Council support the activities of residents volunteering in both the town's CSW groups, and contribute to driver education, by purchasing and installing Thames Valley Police approved CSW signs to be displayed on the roads leading into Wokingham town?

The PT Officer stated that another Wokingham Speedwatch Group (Emmbrook & Woollahill) proposed a similar request that along with the signage included a mobile Speed Camera. This went through the P&T Committee on an Agenda item

CHAIRMANS INITIALS _____



and the outcome was that it was recommended that this went through the Grants process. This was progressed through the Grants process and they were awarded part of their grant request, which is due to be paid to them in April 2023.

Mr Croy would still like this proposal to be discussed formally by the PT Committee and the Committee agreed that it will be added to the agenda for the next meeting in March.

The PT Officer will create a report to be added to the Agenda for March with information provided by Mr Croy.

ACTION: PT OFFICER

PLANNING & TRANSPORTATION COMMITTEE MINUTES (Agenda Item 4)

The previous minutes were reviewed, and Cllr Hinton asked if we could discuss Item number 6 in the last meeting. As this item was also on this agenda the Committee agreed to bring this Agenda item forward.

ATTENDANCE (Agenda Item 6)

To receive and consider absence from Cllr Hinton for three consecutive meetings.

Cllr Hinton apologised to the Committee for missing four consecutive P&T Meetings. He stated that following the last meeting he sent an email to the Town Clerk explaining why this was and this was distributed to the Committee.

The reasons for absence were mainly health issues both personal and family.

The Committee accepted Cllr Hinton's apologies and Cllr Hinton will continue to be a member of the Committee.

**RESOLVED
30582**

It was proposed by the Cllr Hinton and seconded by Cllr Malvern, and it was that the minutes of the Planning & Transportation Committee meeting held on 15th December 2022 (pages 16663 to 16668) 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 01st February 2023 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.

Following feedback from the last P&T Meeting We have visited and handed leaflets to businesses local to the Secure Lockers, to raise awareness and give

CHAIRMANS INITIALS _____



some information on how they work. We had some good feedback and it seems that better weather will improve take up.

There is now a sign A3 size on the side facing Denmark Street so that it is clear that these are Secure Bike Lockers. We are investigating another sign on the side from exiting the Car Park.

Negotiations on a location for the four remaining Secure Lockers continue with WBC. They have found a location in Carnival Hub, however this is not on hard standing so this would have to be paid for. WBC have agreed to fund the hard standing cost.

I have been in contact with SpokeSafe regarding shorter timeslots. This is in their plans for this year but not the number one priority. However as initial solution to provide an option for cyclists to “check out” when they remove their bike. This would allow someone else to book the space for the rest of the calendar day.

Cllr Hinton asked if there was a way that it would be clear visually whether the locker was occupied. It was understood that you could check if there were free spaces via the SpokeSafe app but that can take time. The PT Officer will follow up this request with SpokeSafe.

The Committee asked what the uptake has been so far. The PT officer stated that at present it is at 15% but this will improve when there is better weather for cycling and with the word spread that this service is available.

BUS SHELTERS

The PT Officer has created a form to have a condition survey carried out quarterly on the Bus Shelters that are maintained by Wokingham Town Council. This will allow the Grounds People to record on their mobile phones any damage and repairs required. This form will then be accessed by myself to arrange for any necessary repairs.

There was a report of damage to one of our shelters outside the Dog & Duck Pub in Matthewsgreen Road. However, on inspection this was not our Shelter but one owned by WBC who have been informed.

ACTION: P&T OFFICER

COMMITTEE’S BUDGET (Agenda Item 7)

A report on the Committee’s budget as of 31st December 2022 was received and noted.

CHAIRMANS INITIALS _____



PLANNING APPLICATIONS (Agenda Item 8)

**RESOLVED
30583**

The following applications were received and considered including application 223691 that was discussed earlier in the Agenda, and it was that the Committee would make comment as shown.

223778 Land adjacent west of Twyford Rd and east Toutley Depot

Application for the approval of reserved matters pursuant to outline planning consent 211777 for the erection of up to 130 residential units and a 70 bed care home (all matters reserved except access to the site). Reserved matter to be considered Access, Appearance, Landscaping, Layout and Scale. Phase 1. The Committee considered the application and the comments objecting to the application.

The main issue is with the road junction. The access to the site on these proposals is dangerous.

There are not adequate, safe footpaths provided.

The speed of the traffic on this road requires an installation of traffic lights and safe pedestrian crossing point.

There needs to be a rethink on access to this site.

The Committee object to this application as follows.

- **CP6 - Managing Travel Demand**
 - e) **Adverse effects on transport network**
 - f) **Enhance road safety**

ACTION: P&T OFFICER

INFORMATION ITEMS (AGENDA ITEM 9)

None

CHAIRMANS INITIALS _____



CHAIRMANS SIGNATURE _____

CHAIRMANS INITIALS _____



WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 08th March 2023

| Date Action Agreed | Item for Action (to include any resolution number) | Person Actioning | Proposed Completion Date | Progress |
|---------------------------|---|-------------------------|---------------------------------|-----------------|
|---------------------------|---|-------------------------|---------------------------------|-----------------|

WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 08th March 2023

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| <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: 08th March 2023

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| | | | <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: 08th March 2023

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| | | | <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. • 4 secure lockers were installed and officially opened at Denmark Street Car Park on the 17th November. <p>December 2022</p> <ul style="list-style-type: none"> • It has been decided, based on feedback, to split the location of the Lockers so the other 4 will be deployed at another location in the Town. We are working with WBC to secure a location within Elms Field or Carnival Hub. <p>January 2023</p> <ul style="list-style-type: none"> • Following feedback from the last P&T Meeting We have visited and handed leaflets to businesses local to the Secure Lockers, to raise awareness and give some information on how they work. We had some good feedback and it seems that better weather will improve take up. • There is now a sign A3 size on the side facing Denmark Street so that it is clear that these are Secure Bike Lockers. We are investigating another sign on the side from exiting the Car Park. |
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 08th March 2023

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| | | | | <ul style="list-style-type: none"> • WBC have been looking at locations for the other 4 lockers at Carnival Hub. • Full reports on usage will be supplied by SpokeSafe quarterly. We requested an ad hoc report and the numbers used since opening until 30th January was as follows. <p>February 2023</p> <ul style="list-style-type: none"> • The hard standing has been installed for the other 4 Lockers by WBC. They are located at the front of the Library next to the existing bike racks. • Install has been arranged for Thursday 9th March. |
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 08th March 2023

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| <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 November <p>December 2022</p> <ul style="list-style-type: none"> • The repair works have been completed. • PT Officer is currently investigating a quarterly survey on the condition of shelters. |
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

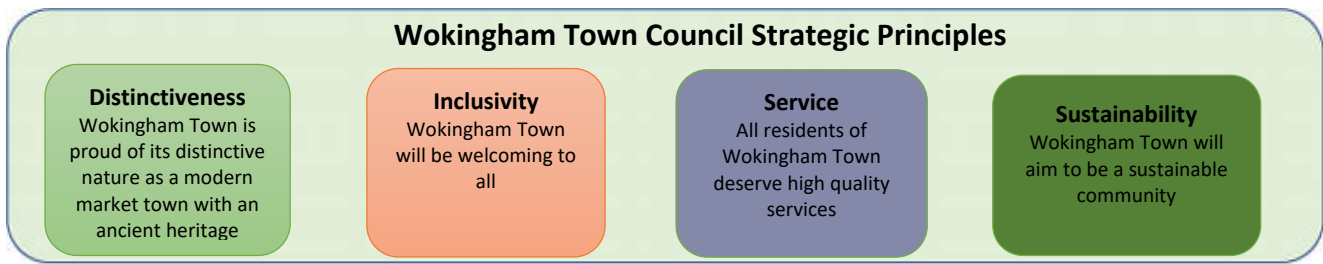
Date: 08th March 2023

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| | | | | <p>January 2023</p> <ul style="list-style-type: none"> • The PT Officer has created a survey form to keep a record of condition and note of any repairs required to any of the Shelters that we maintain. This can be used on a mobile device for Grounds Staff to keep record on a quarterly basis. • There was graffiti successfully removed from Bus Shelter at Jubilee Avenue. |
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WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 08th March 2023



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: 08th March 2023

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| 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> |

ELECTORAL REVIEW OF WOKINGHAM BOROUGH COUNCIL: DRAFT RECOMMENDATIONS

The Local Government Boundary Commission for England has published proposals for new electoral arrangements for Wokingham. A summary is attached.

The electoral arrangements for your town council may change because of our proposals. Please find attached a map outlining the proposed electoral arrangements for your council.

We propose that 54 councillors should be elected to Wokingham in future. We also propose new ward boundaries across the authority.

A public consultation on the proposals will run from 31 January 2023 to 10 April 2023.

Once we have considered all responses to the consultation, we aim to publish final recommendations in July 2023. We will then lay a draft order in both houses of Parliament. Subject to parliamentary scrutiny, the new electoral arrangements are scheduled to come into effect at the authority's elections in 2024.

We considered all representations received from local people and organisations during our initial consultation when drawing up our proposals. We have sought to balance statutory criteria we must follow when drawing up these proposals, and we seek to:

- Make sure that, within an authority, each councillor represents a similar number of electors
- Create boundaries that are appropriate, and reflect community ties and identities
- Deliver reviews informed by local needs, views and circumstances
- Reflect the electoral cycle so that each ward is represented by three councillors

We are now inviting comments on the proposals before we finalise the new electoral arrangements in your area. We will consider every response we receive during the consultation period and will weigh each response against the criteria above.

If you would like to explore the draft recommendations, you can do so by visiting our **consultation website** at consultation.lgbce.org.uk/node/36653. Interactive consultation pages give access to the full recommendations. They allow people to explore maps of the proposals in greater detail and make comments. We also accept comments:

by email reviews@lgbce.org.uk

by post The Review Officer for Wokingham

LGBCE

PO Box 133

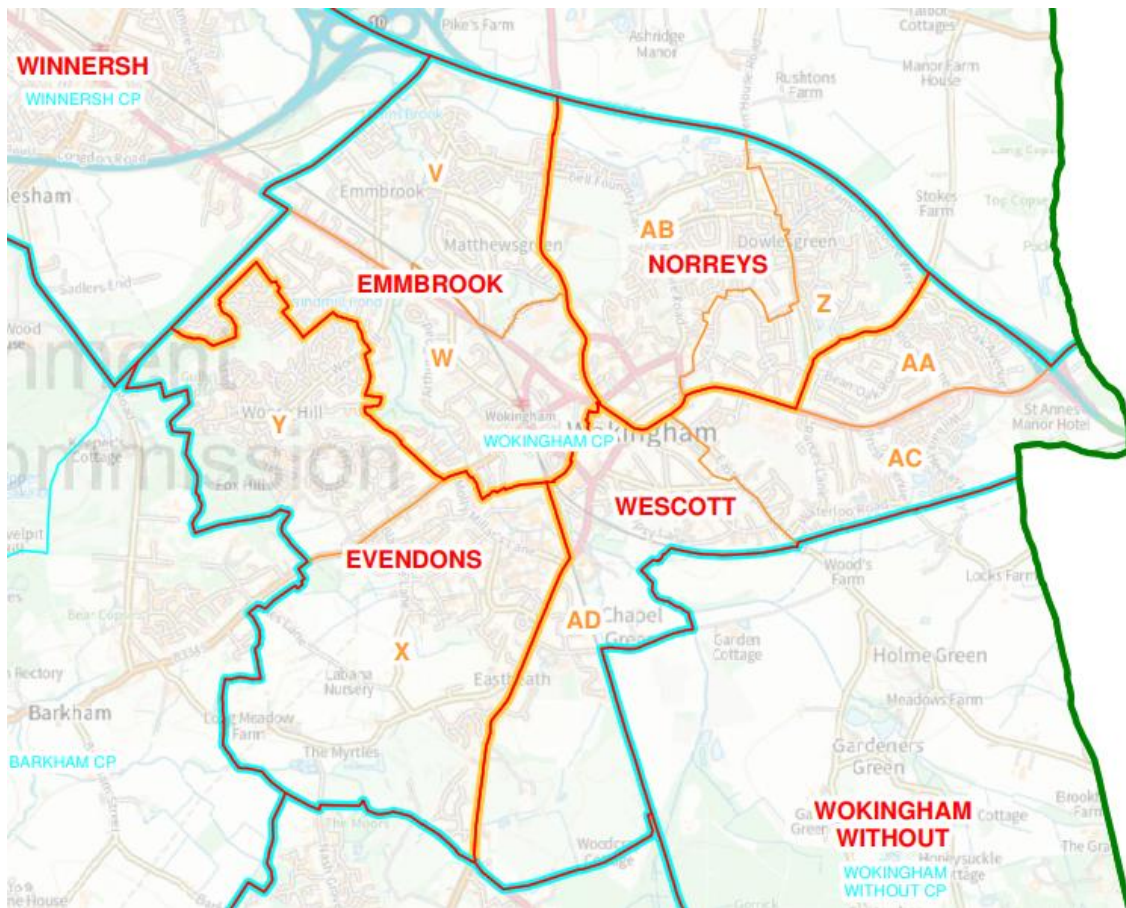
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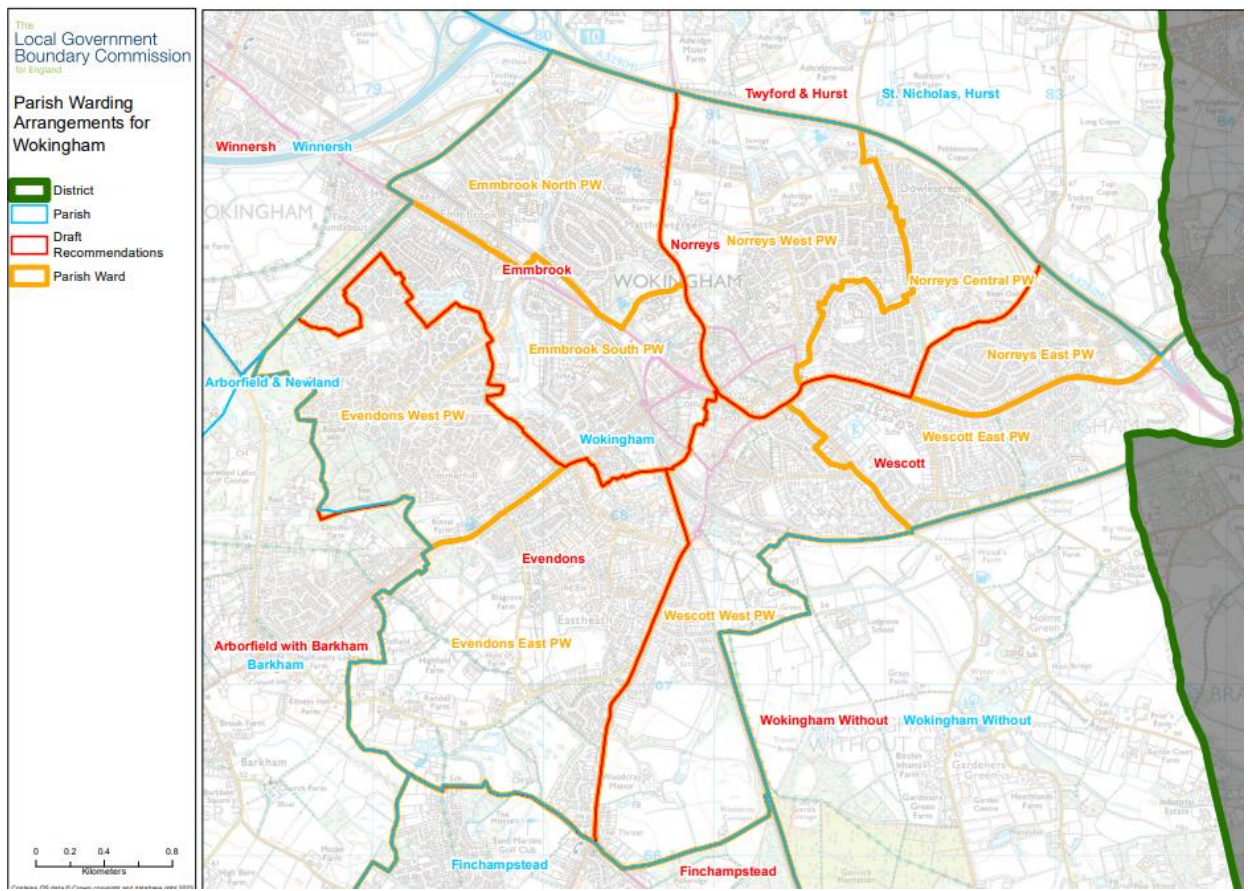
NE24 9FE

The Commission's main website contains further information about the electoral review and our work: www.lgbce.org.uk

WOKINGHAM CP

V EMMBROOK NORTH
W EMMBROOK SOUTH
X EVENDONS EAST
Y EVENDONS WEST
Z NORREYS CENTRAL
AA NORREYS EAST
AB NORREYS WEST
AC WESCOTT EAST
AD WESCOTT WEST





The Wokingham Borough changes (if approved) would come into effect for 2024, the town council changes, (to have a Norreys central ward), would not come into effect until our next elections in 2027.

114 We are providing revised parish electoral arrangements for Wokingham parish.

Draft recommendations

Wokingham Town Council should comprise 25 councillors, as at present, representing nine wards:

| Parish ward | Number of parish councillors |
|-----------------|------------------------------|
| Emmbrook North | 3 |
| Emmbrook South | 3 |
| Evendons East | 3 |
| Evendons West | 4 |
| Norreys Central | 2 |
| Norreys East | 2 |
| Norreys West | 4 |
| Wescott East | 2 |
| Wescott West | 2 |

03/03/2023
10:26

Wokingham Town Council

Detailed Income & Expenditure by Budget Heading 28/02/2023

Month No: 11

Cost Centre Report

| | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| Highways and Planning | | | | | | | |
| Grant Funding (External) | 0 | 10,000 | 0 | (10,000) | | | 0.0% |
| Highways and Planning :- Income | 0 | 10,000 | 0 | (10,000) | | | |
| Bus Shelter Repairs | 625 | 1,665 | 2,200 | 535 | 313 | 223 | 89.9% |
| Cycle lockers | 0 | 4,800 | 0 | (4,800) | | (4,800) | 0.0% |
| Highways and Planning :- Indirect Expenditure | 625 | 6,465 | 2,200 | (4,265) | 313 | (4,577) | 308.1% |
| Net Income over Expenditure | (625) | 3,535 | (2,200) | (5,735) | | | |
| Grand Totals:- Income | 0 | 10,000 | 0 | (10,000) | | | 0.0% |
| Expenditure | 625 | 6,465 | 2,200 | (4,265) | 313 | (4,577) | 308.1% |
| Net Income over Expenditure | (625) | 3,535 | (2,200) | (5,735) | | | |
| Movement to/(from) Gen Reserve | (625) | 3,535 | | | | | |