



# 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: 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**

02<sup>nd</sup> October 2024

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 8<sup>th</sup> October 2024** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Yours sincerely

**K Hughes**  
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 03<sup>rd</sup> September 2024 (pages 17043 to 17050) copy attached as a true and correct record.

## **5 MONITORING REPORT**

To receive and consider the Monitoring Report dated 02<sup>nd</sup> October 2024.

## **6 STREET NAME REQUEST**

Following the request from Wokingham Borough Council to have names considered for a new development at the Land to the west of St Anne's Drive (application 203544). It is proposed that former Mayor of Wokingham Town, Bob Wyatt be considered. Bob has previously been proposed to WBC regarding a major road naming. It is also proposed to add the name of previous Wokingham Town Council Mayor, Marion Fergusson Kelly.

## **7 LOCAL PLAN UPDATE: PROPOSED SUBMISSION PLAN (REGULATION 19)**

To receive and consider the Local Plan Update. This is whether the plan is legally compliant and meets the 'tests of soundness', as set out in paragraph 35 of the National Planning Policy Framework (NPPF). Comments are required by Tuesday 12<sup>th</sup> November 2024.

## **8 APPLICATION FOR DEFINITIVE MAP MODIFICATION ORDER FOR RESTRICTED BYWAY BETWEEN ROBERTS GROVE TO REEVES WAY, WOKINGHAM**

To receive and consider this application. Any objections are required by 30<sup>th</sup> October 2024

## **9 COMMITTEE'S BUDGET**

To receive and consider a report on the Committee's budget as of 31st August 2024 (copy attached).

## **10 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/>

## **11 INFORMATION ITEMS**

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

**Planning & Transportation Committee:** Imogen Shepherd-Dubey (Chair), Nagi Nagella (Vice Chair), Chetna Jamthe, Adrian Betteridge, Warren Dixon, Andy Croy, Basit Alvi, Heather Richards and Louise Timlin

**Copy to:** Cllr Robert Comber

*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).*

03<sup>rd</sup> September 2024

**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 21:00**

**PRESENT**

Councillors: Cllr Shepherd-Dubey (Chair), Cllr N Nagella (Vice Chair), Cllr A Betteridge, Cllr A Croy, Cllr L Timlin, Cllr H Richards, Cllr W Dixon, Cllr B Alvi

**IN ATTENDANCE**

PT Officer  
Cllr K Malvern  
Cllr R Comber (The Mayor)

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

Cllr C Jamthe

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

None.

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

Cllr K Malvern asked a question regarding application **230479** *Land to rear of The Bowers Sandhurst Road Wokingham - Full application for the proposed erection of 1 no. four bedroom dwelling with associated access and landscaping.*

The P&T Committee discussed this application in the meeting on 14<sup>th</sup> March 2023. After discussion and debate they did not have any objections and had no comments regarding the application. Cllr Malvern was at the time on the P&T Committee and registered his personal objection. The application was refused by Wokingham Borough Council. It is now a subject of an appeal.

Cllr Malvern's question. "As the application was refused on ground of unacceptable encroachment and urbanisation of the open countryside should the Committee look at being aligned to this policy when reviewing future applications."

The Chair replied that the Committee reviews each application individually, debates all planning facets and decides on whether to comment, not comment, support or object as is the consensus.

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



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

**RESOLVED  
30911**

It was proposed by Cllr Croy and seconded by Cllr Betteridge, and it was that the minutes of the Planning & Transportation Committee meeting held on 16<sup>th</sup> July 2024 (pages 17025 to 17030) 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 28<sup>th</sup> August 2024 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 "Check Out" feature has been added to the Spokesafe App. This will allow lockers to be rebooked within the same day.

Cllr Richards confirmed that the "Check Out" feature is working correctly. will test the functionality and report back on how it works to the PT Officer.

The Secure Lockers have maintained a rising use over the last three months.

Both sets of Lockers have been painted with the environmentally friendly paint.

The Chair suggested that now both shelters have their roofs painted and the "Check out" feature has been tested that a social media post and a Press Release be created for these updates.

The PT Officer stated that now that the officer responsible for social media is now back from holiday this will take place.

**BUS SHELTERS**

The WTC Groundsmen survey on the Bus Shelters to see if any maintenance is required has been delayed but hopefully will take place over the next two months.

**ACTION: PT OFFICER**

**GOVERNMENT PROPOSED REFORMS TO THE NATIONAL PLANNING POLICY FRAMEWORK (NPPF) AND OTHER CHANGES TO THE PLANNING SYSTEM (Agenda Item 6)**

To receive and consider the proposed changes to the NPPF and determine any appropriate town council response.

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



The Committee members had reviewed the document prior to the meeting and had made note of the questions they thought would be relevant to be discussed and could have a consensus of opinion to be put forward on behalf of Wokingham Town Council.

The responses that the Town Council will be supplying to the survey are below.

**1. Do you agree that we should reverse the December 2023 changes made to paragraph 61?**

Yes **No**

Please explain your answer

*More clarity needs to be added to make it clear when exceptions to the standard method would be acceptable.*

**4. Do you agree that we should reverse the December 2023 changes made on character and density and delete paragraph 130?**

Yes **No**

Please explain your answer

*Amend the paragraph (as suggested) to add more clarity on when character may be a factor in not increasing density - e.g. multi-story flats in a heritage town centre would be detrimental to the character of the town.*

*Neither Character and density is good nor bad, both have their place. It requires more definition on what is in scope and out of scope to decide.*

**6. Do you agree that the presumption in favour of sustainable development should be amended as proposed?**

Yes **No**

*Additionally, the amendment should provide more clarify and definitions on what high quality and low-quality development equates to. It should indicate what it means in a defined way what sustainable is. There is a risk that houses could be built that are unsuitable and without the necessary infrastructure.*

**14. Do you have any other suggestions relating to the proposals in this chapter?**

Please provide any other suggestions relating to the proposals in this chapter.

*Developers are holding off development and banking the land. Developers should be encouraged to build promptly once planning permission is granted.*

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



*We should not be penalising areas that do not have enough available land at this point. There needs to be pressure on developers to put land forward and build.*

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**46. Do you have any other suggestions relating to the proposals in this chapter?**

**Yes** No

Please explain your answer

*The 'Golden Rules' outlined in section 23 should also be applied to other green field developments and not just Green Belt. This should include necessary improvements to infrastructure.*

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**47. Do you agree with setting the expectation that local planning authorities should consider the particular needs of those who require Social Rent when undertaking needs assessments and setting policies on affordable housing requirements?**

**Yes** No

Please explain your answer

*We need more Social Housing that is truly affordable.*

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**48. Do you agree with removing the requirement to deliver 10% of housing on major sites as affordable home ownership?**

**Yes** No

*Yes, if there is an encouragement for local councils to build more truly affordable housing.*

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**51. Do you agree with introducing a policy to promote developments that have a mix of tenures and types?**

**Yes** No

*Yes, if they are considered developments that are inclusive of truly affordable housing and not a sectioned off area akin to a ghetto.*

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**52. What would be the most appropriate way to promote high percentage Social Rent/affordable housing developments?**

*Empower local Councils to build Council houses and remove the right to buy.*

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



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**57. Do you have views on whether the definition of ‘affordable housing for rent’ in the Framework glossary should be amended? If so, what changes would you recommend?**

**Yes** No

If Yes, what changes would you recommend?

*Rents linked to income rather than market value, linked to median wage that covers differences in that calculation to represent all groups in society.*

*For example, men’s and women’s median wage differs significantly and impacts their experience of housing: See <https://wbq.org.uk/wp-content/uploads/2022/03/Housing-and-gender-PBB-Spring-2022.pdf>. For those on housing benefit it should cover their rental costs.*

**58. Do you have views on why insufficient small sites are being allocated, and on ways in which the small site policy in the NPPF should be strengthened?**

**Yes** No

Please explain your answer

*Due to the political nature of local planning committees, there are significant difficulties in getting these approved There should be infrastructure planned to suit a multiple of small developments as well as Infrastructure plans for large sites.*

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**59. Do you agree with the proposals to retain references to well-designed buildings and places, but remove references to ‘beauty’ and ‘beautiful’ and to amend paragraph 138 of the existing Framework?**

**Yes** No Partially agree

*Please remove ‘Beauty’ from the references. As this is subjective.*

**81. Do you have any other comments on actions that can be taken through planning to address climate change?**

**Yes** No

Please explain your answer

*We would like to draw attention to the building regulations and ensure they for specify the environmental standards required for new builds.*

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



*Building with included infrastructure for sustainable travel. Build houses that are low carbon to live in as well as build.*

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**85. Are there other areas of the water infrastructure provisions that could be improved? If so, can you explain what those are, including your proposed changes?**

Yes No

Please explain your answer

*Please fix our sewage and drainage systems.*

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**106. Do you have any views on the impacts of the above proposals for you, or the group or business you represent and on anyone with a relevant protected characteristic? If so, please explain who, which groups, including those with protected characteristics, or which businesses may be impacted and how. Is there anything that could be done to mitigate any impact identified?**

Please explain your answer

*All Planning applications must consider the PSED – especially for disabled people. Flats should be built with lifts, doors should be wide enough for rollators/wheelchairs, bathrooms should be convertible.*

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**ACTION: PT OFFICER**

**COMMITTEE'S BUDGET (Agenda Item 7)**

A report on the Committee's budget as of 31<sup>st</sup> July 2024 were received and noted.

**PLANNING APPLICATIONS (Agenda Item 8)**

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

**RESOLVED  
30912**

**241987            31 Wiltshire Road Wokingham RG40 1TS**

Full application for the proposed change of use of the existing building to 1 no. dwelling, plus the erection of a two storey side extension following demolition of existing sheds, erection of a single storey side extension with 1 no. lantern rooflight, installation of 2 no. front dormer windows and a replacement flat roof over the single storey rear structure with 1 no. lantern rooflight, erection of a front porch canopy, changes to fenestration and associated landscaping and boundary treatments. The Committee have no objections, however, would have preferred original timber material used.

This application was withdrawn so it was not discussed.

**242045            11-13 Broad Street Wokingham RG40 1AU**

Application for Listed Building consent for the proposed addition of a new service hatch, painting of the shopfront and replacement tiling to the stallriser, internal

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





alterations, plus the installation of signage consisting of 1 no. externally illuminated projecting sign and 1 no. internally illuminated collection sign. It was pointed out that the description is not correct.

The Committee have no issues with the signage design but have concerns regarding the pizza pickup sign illumination, as this is in a heritage area.

**242027 68 – 70 Peach Street Wokingham**

Prior approval submission for proposed change of use of the commercial premises on the first floor to 2 no. dwellings.

The Committee thought the documentation for this application was sparse and would like to see bin storage and cycle storage included in the application.

**241916 Waitrose Ltd Rectory Road RG40 1BB**

Application for Listed Building consent for the proposed works to the car park boundary wall (Wall H1) including installation of 3 no. buttresses and a supporting wall, and restoration where necessary.

The Committee supports this necessary application in terms of public safety and that the wall is being preserved.

**242043 100 Finchampstead Road RG40 2NT**

Full application for the demolition of the existing four bedroom detached house and construction of 2 no. new four bedroom detached houses and 1 no. new three bedroom detached house with associated parking, cycle storage, bin stores and new access.

The committee have no objections but concerns regarding increased traffic and the proposed access and being contrary to CP1 and CP3

**242141 59 Station Road Wokingham RG40 2AD**

Full application for proposed installation of 1 no new communications kiosk.

The Committee object to this proposed installation. It is not required as there is an existing phone box very close by.

The structure is just a large, illuminated advertising board that will be susceptible to vandalism and has no real benefit to the community.

**CP 1 - Sustainable development** 10 - attractive, safe, secure  
**CP3 - General Principles for development** - f) sense of place

**242143 Land Outside 42 Market Place RG40 1AT**

Full application for the installation of 1 no. new communication Kiosk with integrated advertising display.

The Committee object to this proposed installation.

The structure is just a large, illuminated advertising board that will be susceptible to vandalism and has no real benefit to the community.

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



This is in a heritage area and completely out of place.  
It encroaches onto the pavement area.  
There is an already, an old-style telephone box with a defibrillator very close by.

**CP3 - General Principles for development** - f) sense of place  
**CP 1 - Sustainable development** 1) quality of environment  
10 - attractive, safe, secure

**242145 Land outside 58 and 60 Peach Street RG40 1XG**

Full application for the proposed installation of 1 no. new communications kiosk.

The Committee object to this proposed installation. It is not required.  
The structure is just a large, illuminated advertising board that will be susceptible to vandalism and has no real benefit to the community.

This is in a heritage area and completely out of place.  
It encroaches onto the pavement area.

**CP3 - General Principles for development** - f) sense of place  
**CP 1 - Sustainable development** 1) quality of environment  
10 - attractive, safe, secure

**242156 11 The Terrace Wokingham RG40 1BP**

Application for Listed Building Consent for the proposed internal alterations to form a new doorway.

The Committee had no comments on this application.

**241828 58 Finchampstead Road RG40 2NS**

Full application for proposed erection of 4no detached dwelling houses following demolition of the existing dwelling and associated outbuildings.

The committee object to this and have concerns regarding increased traffic and the proposed access being unsafe with increased risks to pedestrians, cyclists as well as cars exiting onto the road from the proposed development.

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

**CP3 - General Principles for development** b) functional, accessible, safe, secure

**ACTION: P&T OFFICER**

**INFORMATION ITEMS (AGENDA ITEM 8)**

The PT Officer updated the Committee that application 222306 was being brought to the WBC planning meeting on the 11<sup>th</sup> of September. As previously agreed Cllr Dixon will speak on behalf of Wokingham Town Council at this meeting.

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

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



**WOKINGHAM TOWN COUNCIL**

**Monitoring Report: Planning & Transportation**

**Date: 02<sup>nd</sup> October 2024**

Date Action Agreed	Item for Action (to include any resolution number)	Person Actioning	Proposed Completion Date	Progress
29 Sep 2021	Secure Bicycle Storage In Wokingham Town	PT Officer	Dec 2024	Sep 2024 <ul style="list-style-type: none"> <li>• Social media posts to promote the 'release' mechanism.</li> </ul>
20 June 2022	Bus Shelters maintenance	PT Officer	Dec2024	Sep 2024 <ul style="list-style-type: none"> <li>• The Bust stop at Wellington Road was hit by a vehicle. The Bus stop will need to be rebuilt. It looks like there is no recorded CCTV footage. This will be an Insurance Claim.</li> <li>• The Shelters have had their Biannual clean.</li> </ul>

## WOKINGHAM TOWN COUNCIL

Monitoring Report: Planning & Transportation

Date: 02<sup>nd</sup> October 2024



### **WTC strategy:**

Wokingham Town Council embraces our past, celebrates our present and builds for our future.

### **Principles:**

#### **Being sustainable**

Working to reduce our negative impact on our local environment and use our financial resources and physical assets as efficiently and effectively as possible.

#### **Involving everyone**

Striving to ensure the council's events, activities and democratic processes are open, accessible and welcoming to everyone in our community.

#### **Fostering Town Pride**

Protecting, enhancing and celebrating what's good about our council, our community, our town and our heritage. We will learn from our past, acknowledge where there's room for improvement, and prepare for the future.

#### **Enriching community**

Creating and supporting opportunities to bring our community together and help it to thrive.

## **Street Name Request**

**Robert John Wyatt** – Biography from Wokingham Town Museum -  
<https://museum.wokingham-tc.gov.uk/item/161>

**Marion Fergusson Kelly** – Biography from Wokingham Town Museum –  
<https://museum.wokingham-tc.gov.uk/item/157>



## **Local Plan Update**

### **Proposed Submission Plan**

WBC have published the Local Plan Update: Proposed Submission Plan (Regulation 19). This sets out the planning policies proposed to manage development across the borough to 2040.

You are invited to submit your representations on the plan from Monday 30 September until 10am on Tuesday 12 November 2024.

At this stage representations should focus on whether the plan is legally compliant and meets the 'tests of soundness', as set out in paragraph 35 of the [National Planning Policy Framework \(NPPF\)](https://www.gov.uk/government/publications/national-planning-policy-framework--2) <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

and below:

- Positively prepared – providing a strategy which, as a minimum seeks to meet the area's objectively assessed needs, and is informed by agreements with other authorities, so that unmet need from neighbouring authorities is accommodated where it is practical to do so and is consistent with achieving sustainable development;
- Justified – an appropriate strategy, taking into account the reasonable alternatives, and based on proportionate evidence;
- Effective - deliverable over the plan period and based on effective joint working on cross-boundary strategic matters that have been dealt with rather than deferred, as evidenced by the statement of common ground; and
- Consistent with national policy – enabling the delivery of sustainable development in accordance with the policies in the NPPF.

The plan has been assessed through sustainability appraisal and a Habitats Regulations Assessment. Representations are also invited on these documents.

All the documents and information can be found here -

<https://www.wokingham.gov.uk/planning-policy/emerging-local-plan-update/current-consultations>





## Countryside Management Services

Public Rights of Way Consultancy Services

Mr John Lindsay  
5 Crow Lane West,  
Newton-le-Willows,  
WA12 9YD,

Email: [johnlindsay@cms-access.co.uk](mailto:johnlindsay@cms-access.co.uk)

Our Ref: 027WOK

Date: 1<sup>st</sup> October 2024

Dear: Sir or Madam

**Ref: WILDLIFE AND COUNTRYSIDE ACT 1981, APPLICATION FOR DEFINITIVE MAP MODIFICATION ORDER FOR RESTRICTED BYWAY BETWEEN ROBERTS GROVE TO REEVES WAY, WOKINGHAM.**

My name is John Lindsay and I have been commissioned by Wokingham Borough Council to investigate the above application.

Consideration is being given to a application for a Definitive Map Modification Order to add a Restricted Byway from Roberts Grove (grid ref: SU 79993 67515) to Reeves Way (grid ref: SU 80182 67457), to the Wokingham Borough Council Definitive Map and Statement of Public Rights of Way. (Highlighted red dash line on the attached plan).

I shall be pleased if you will advise me if.

1. If you have no objection to the proposal, please reply with words to that effect.
2. If you wish to raise an objection, please reply stating you object and the reason/s why you object.

Can you arrange to respond within 28 days from the date of this letter.

Your response can be sent electronically to this email address [johnlindsay@cms-access.co.uk](mailto:johnlindsay@cms-access.co.uk) or posted to the address above. Please quote ref:**027WOK** on all correspondence.

If you require any further information or assistance on this matter please do not hesitate in contacting me.

Yours Faithfully,

*john lindsay*

John Lindsay MIPROW.  
Countryside Management Services



DMMO APPLICATION MAP - 027WOK Wokingham, Roberts Grove to Reeves Way

The application route is marked in red 



Scale 1:3,333 when printed on A4





ROBERTS GROVE



REEVES WAY



04/09/2024  
17:54

### Wokingham Town Council

#### Detailed Income & Expenditure by Budget Heading 31/08/2024

Month No: 5

#### Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Funds Expenditure Available	Transfer to/from EMR
<u>401 Highways and Planning</u>						
1106 Grant Funding (External)	1,901	3,299	2,640	(659)		
1163 Cycle locker income	155	0	300	300		
Highways and Planning :- Income	<b>2,056</b>	<b>3,299</b>	<b>2,940</b>	<b>(359)</b>		<b>0</b>
4111 Bus Shelter Repairs	696	262	3,000	2,738	625	2,113
4529 Cycle lockers	1,901	67	2,640	2,573		2,573
Highways and Planning :- Indirect Expenditure	<b>2,597</b>	<b>329</b>	<b>5,640</b>	<b>5,311</b>	<b>625</b>	<b>4,686</b>
<b>Net Income over Expenditure</b>	<b>(541)</b>	<b>2,970</b>	<b>(2,700)</b>	<b>(5,670)</b>		
Grand Totals:- Income	2,056	3,299	2,940	(359)		
Expenditure	2,597	329	5,640	5,311	625	4,686
<b>Net Income over Expenditure</b>	<b>(541)</b>	<b>2,970</b>	<b>(2,700)</b>	<b>(5,670)</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>(541)</b>	<b>2,970</b>				