



PLANNING COMMITTEE

Minutes of a meeting of the Planning Committee held in the Council Chamber at the Council Offices, Radstock Lane, Earley on Tuesday 9th September 2025 which commenced at 7.00pm.

Present:

Chair – Councillor A Neal

Councillors: N Brock, R Browne, M De Jong, D Hare, M Iyengunmwena, S Jordan, P Jorgensen, C Smith and M Smith.

In attendance: E Carroll (Deputy Town Clerk) and W Luck (Advisor to Planning Committee).

53. APPOINTMENT OF COMMITTEE CHAIR

53.1 Councillor Neal called for nominations for the position of Chair of the Planning Committee for the remaining municipal year 2025/2026. A nomination for Councillor Neal was proposed and seconded. There were no other nominations. It was:

RESOLVED that Councillor Neal be appointed as Chair of the Planning Committee.

53.2 Councillor Neal called for nominations for the position of Vice Chair of the Planning Committee for the remaining municipal year 2025/2026. A nomination for Councillor Jordan was proposed and seconded. There were no other nominations. It was:

RESOLVED that Councillor Jordan be appointed as Vice Chair of the Planning Committee.

54. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Cook.

55. DECLARATIONS OF INTEREST

Councillors M Iyengunmwena, C Smith and M Smith declared that as members of Wokingham Borough Council's Planning Committee they would keep an open mind when considering any planning applications.

56. PUBLIC FORUM

There were no members of the public present.

57. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 5th August 2025 were agreed as a true record and it was **RESOLVED** they be signed by the Chair. (Minutes 34 – 52)

58. APPLICATIONS FOR PLANNING PERMISSION

58.1 Decision Notices Issued by the Local Planning Authority

The Decision Notices reported to the meeting were noted.

58.2 Planning Applications Received since the Last Meeting of this Committee

58.2.1 No Objection Notifications

RESOLVED that a recommendation of no objection be made to the Local Planning Authority in respect of the following applications:

251567 Full application for the proposed erection of a single storey side extension to existing ground floor flat at 82 Cannock Way.

Councillors also recommended that the applicant's notice should be drawn to the need to serve a Party Wall Notice on the first-floor maisonette, No.78, for works to their flank wall.

251613 Householder application for the proposed erection of a single storey front extension to form a porch, alongside a part single, part two- storey, and part three storey side/rear extension incorporating gables, rear dormers, and roof lights to the front within a redesigned roofscape, following the demolition of the existing garage, office, and dining room at 77 Elm Road.

251804 Householder application for the proposed installation of new front facing fenestration to the converted garage alongside the infill of the rear return to create a single-storey rear extension, with matching external materials and finishes to harmonise with the host dwelling, and including associated demolition works to the internal garage wall and part of the rear elevation at 11 Stockbury Close.

251827 Full application for the proposed installation of a new substation, standby generator and associated below ground cabling to serve the Library and Park House, plus removal of end of service life substations to Library and Park House at University of Reading Library, Shinfield Road.

251832 Full application for the proposed installation of a prefabricated modular ramp system and hard standing to form a new pathway at Earley East Building, Thames Valley Park Drive.

251857 Householder application for the proposed erection of a single storey rear extension with associated rear-facing fenestration alterations at 15 The Crescent.

Councillors also recommended that concerns be raised about the potential use of this property as a sui generis HMO and request that licensing be advised.

251867 Householder application for the proposed loft conversion, including installation of 3 No. roof-lights to the front elevation, and 2 No. roof lights to the rear elevation to form additional habitable space (Part Retrospective) at 84 Hilmanton.

251888 Householder application for a single storey front and rear extension at 72 Meadow Road.

251891 Application for 31 Amber Close was discussed and the recommendation can be found in Minute Item 58.2.3.

Councillor De Jong left the meeting.

- 251956 Householder application for the proposed erection of a single storey rear extension following demolition of the existing conservatory, plus changes to fenestration at 20 Springdale.
- 251972 Householder application for the proposed erection of two-storey side extension, single-storey rear extension and removal of one existing chimney at 12 Erlegh Court Drive.
- 251991 Application for works to protected tree/s TPO 383/1988, AREA 1 T1, Oak (ID no. 011995) – Section fell to create 3m monolith at Land adjacent to 58 Measham Way.
- 252031 Application for works to protected tree/s TPO-1763- 2020 T3095 Elm - Fell – Reasons: standing dead, midway along line of beech. Tall enough to reach domestic boundary fence but most likely to fall opposite direction. TG3012 & TG3013 (2 x Elm) – Fell. Reasons: Dead and dying elms to west of domestic garden boundaries. T3094 Oak - Reduce whole crown by 2 metres. Remove dead wood with potential to affect gardens. Remove partially attached broken branch over outbuilding roof. Reasons: Appears to have suffered historic root plate heave. Stem in contact with domestic fence. Scattered dead wood mostly over low occupancy scrub area. T3096 Ash - Cut to Coppard at ca. 1.6 metres. Reasons: Stored coppice stool with decay within stool. Potential for fracture of regrown stems. T3097 Ash - Cut to Coppard at ca. 1.6 metres. Reasons: Stored coppice stool with decay within stool. Potential for fracture of regrown stems. T3098 Hawthorn – Fell. Reasons: Densely ivy clad multi-stemmed, mostly dead, adjacent footpath to rear gardens at Land adjacent to Lower Earley Way.
- 252072 Variation to vary condition 2 of planning consent 250728 for the proposed erection of a single storey front, side and rear extension. Plus, a garage conversion into habitable accommodation, installation of one roof light and changes to fenestration. Following the demolition of the existing chimney. Condition 2 refers to approved details and variation is to allow changes to eaves height of a front and rear extensions (retrospective) at 75 Silverdale Road.
- 252095 Householder application for the proposed erection of a two-storey side extension with associated roof lights, alongside the replacement of all existing fenestration with aluminium-framed units, alterations to external finishes, and internal reconfiguration works, including the formation of habitable space within the loft served by a new staircase at 74 Church Road.
- 252098 Householder application for the proposed erection of a single storey side extension alongside a single storey rear extension with associated roof lights and a rear-facing roof lantern, together with fenestration alterations to the ground and first floor rear and side elevations, internal reconfiguration of layout, and conversion of the existing garage into habitable accommodation, with associated blocking and repositioning of doors and windows at 159 Beech Lane.

58.2.2 Conditional Approval Recommendations

RESOLVED that the following observations and comments be sent to the Local Planning Authority in respect of the following applications:

- 251925 Householder application for the proposed erection of a single storey rear extension and detached garage following demolition of existing conservatory at 74 Elm Lane.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that as the garage hereby approved can be accessed separately to the house, it shall only be used incidental to the host dwelling and shall not be let or sold, without prior approval by WBC, to ensure adequate parking is provided and to protect the amenity of neighbouring properties, pursuant to Policies CP3 and CC07.

252036 Householder application for the proposed conversion of existing garage to create habitable accommodation, along with changes to fenestration at 23 Erleigh Court Drive.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that as these proposals for a garage conversion have access to a separate entrance, no part of the garage conversion as hereby approved shall be used as a separate unit of accommodation for fee paying occupants, unless otherwise approved by WBC in writing, to ensure that adequate car parking is provided at all times and to protect the amenity of neighbouring properties, pursuant to Policies CC07 and CP3.

58.2.3 Applications Requiring a Committee Decision

RESOLVED that the following observations and comments be sent to the Local Planning Authority in respect of the following applications:

251863 Householder application for the proposed erection of First Floor side extension to include 2no. Dormers, insertion of rooflights plus changes to fenestration at 44 Ilfracombe Way.

Councillors recommended that objection be raised to this application and that WBC refuses the application as it is considered that such a change would have a significant impact on the character of the area and set a precedent for similar extension. The proposed first floor side extension, by virtue of building up to the boundary, provides the potential for a terracing effect, adversely impacting the character of the area, as referred to in Section R23 of the Borough Design Guide and as supported by Policy CP3. If approved, the applicant should be advised of the need to serve a Party Wall Notice on the adjacent property due to the impact on the garage party wall of the proposals.

251891 Householder application for the proposed garage conversion (Part Retrospective) at 31 Amber Close.

This application was discussed in Minute Item 58.2.1. Councillors recommended that objection be raised to this application and that WBC refuses the application, as despite the applicant's written statement that two parking spaces will be provided, there is no evidence in the way of a scaled drawing to show this and despite this lack of information being commented upon in a consultation response, particularly as it appears any second parking space would impair access to neighbouring properties. As a result, there is inadequate parking to satisfy WBC's standards, contrary to Policy CC07, without impacting the amenity of neighbouring properties, contrary to Policy CP3 and the impact of additional on-street parking on this particularly restricted road, to the detriment of the amenity of neighbouring properties, contrary to Policy CP3.

58.2.4 Tree Works Applications

The following Tree Works application was noted: -

251876 Application for works to protected tree/s TPO 3/1951, Area 1 T1, Oak - Crown reduction by up to 2.5–3m overall; selective thinning of crossing and congested limbs; low branches over the shed to be lifted and/or shortened to prevent damage at 58 Church Road.

Councillors recommended that concerns be raised about the adequacy of the information submitted in support of this application.

- 251915 Application for works to protected tree/s TPO 1423/2012, T3 T3, Oak – Selectively prune branches overhanging garden on south side of the canopy by 2.5-4m back to suitable growth points; selectively reduce branches on the west side overhanging the garage by 2.5 - 4m to the nearest suitable reduction points; remove low-hanging branches on south side (as indicated on photographs); remove deadwood at 18 Westcroft Close.
- 251979 Application for works to protected tree/s TPO 383/1988, T6 T6, Oak – Crown reduction by 3m at 4 Knossington Close.

58.3 Permitted Development Rights

The following Permitted Development applications were noted: -

- 251868 Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.00m, for which the maximum height would be 2.50m and the height of the eaves 2.43m at 21 Wickham Road.

Councillors also noted that this application had already been determined by WBC on 1st September 2025 and had been refused, as prior approval was not applicable.

- 251955 Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.00m, for which the maximum height would be 4.00m and the height of the eaves 4.00m at 585 London Road.

58.4 Planning Applications Withdrawn

There were no withdrawn planning applications.

58.5 Adjoining Parish Consultations/Local Authority Consultations

There were no Parish/Local Authority Consultations.

59. **PLANNING APPEALS**

Members noted that no Planning Appeal notifications had been received.

60. **WOKINGHAM BOROUGH COUNCIL'S PLANNING ENFORCEMENT INFORMATION**

Councillors noted the Planning Enforcement data received from Wokingham Borough Council for July 2025 – closed cases and August 2025 – live cases.

Bill Luck left the meeting.

61. **TREE PRESERVATION ORDERS**

Members noted that no Tree Preservation Order notifications had been received.

62. STREET NAMING & NUMBERING

Members noted that no Street Naming & Numbering notifications had been received.

63. LICENSING

Councillors noted that no Licensing applications had been received.

64. WOKINGHAM BOROUGH COUNCIL'S RESIDENT PARKING PERMITS

Members noted that WBC has launched a consultation for residents on its proposals to improve resident parking permits and the closing date for comments is 28th September 2025. No areas in Earley are affected.

65. CHARVIL NEIGHBOURHOOD PLAN

Councillors noted that Charvil Parish Council has launched a 6-week consultation (Regulation 16) for its Neighbourhood Plan which will run 1st September to 13th October 2025.

66. LODDON GARDEN VILLAGE PARISH GROUP MEETING

Members received a verbal update from Councillor Neal on his attendance at the Loddon Garden Village Parish Group meeting held on 19th August 2025. The group at this stage is still an informal group, who have met twice and have been discussing the impacts of the Loddon Garden Village on individual Town/Parish Councils. To formalise the group, the Clerk at Shinfield Parish Council will draft a set of Terms of Reference for individual Town/Parish Councils to decide whether they wish to continue with representation at the group.

67. WOKINGHAM BOROUGH COUNCIL'S LODDON GARDEN VILLAGE STRATEGIC DESIGN CODE WORKSHOP

Councillors received a verbal update from Councillor Neal on his attendance at WBC's Loddon Garden Village Strategic Design Code workshop held on 4th September 2025. The workshop covered 10 visions of the design code which included sustainability, climate change and character etc.

Councillors noted that the University of Reading will be holding a Loddon Garden Village Public Drop In Event on 25th September 2025 at Maiden Place Community Centre between 3pm and 7pm for members of the public.

68. TOWN COUNCIL QUESTIONS AT WBC MEETINGS

Councillors discussed the questions which had been agreed at the previous meeting to be submitted to a WBC Council meeting. It was **AGREED** that before asking the questions at a WBC meeting, WBC Officers should be contacted for an initial response.

69. PUBLICATIONS

Members noted that the following publications had been received and are available for perusal from the Council Offices:

Wokingham Borough Council	Neighbourhood CIL Proportion Reports July 2025.
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70. PRESS RELEASES/WEBSITE/SOCIAL MEDIA

No press releases were requested.

71. TERMINATION OF MEETING

The meeting was declared closed by the Chair at 8.38pm.

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Chair, Planning Committee