



PLANNING & TRANSPORT COMMITTEE

Minutes of a meeting of the Planning & Transport Committee held in the Council Chamber at the Council Offices, Radstock Lane, Earley on Tuesday 7th October 2025 which commenced at 7.00pm.

Present:

Chair – Councillor A Neal

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

In attendance: E Carroll (Deputy Town Clerk), W Luck (Advisor to Planning Committee) and a representative from ACER.

72. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor De Jong.

Councillor Iyengunmwena entered the meeting

73. 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.

Councillor C Smith also declared an interest in planning application 252213 – 22 Selsey Way which is near to a property she co-owns.

74. PUBLIC FORUM

The ACER Representative raised concerns in relation to application 252161 – 75 Chiltern Crescent in that the proposed gable end roof is not in keeping with the existing street scene and the parking plan does not show that any soft landscaping will be retained.

75. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 9th September 2025 were agreed as a true record and it was **RESOLVED** they be signed by the Chair. (Minutes 53 – 71)

76. APPLICATIONS FOR PLANNING PERMISSION

76.1 Decision Notices Issued by the Local Planning Authority

The Decision Notices reported to the meeting were noted.

76.2 Planning Applications Received since the Last Meeting of this Committee

76.2.1 No Objection Notifications

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

- 250383 Householder application for the proposed erection of a part single part two storey front, side and rear extensions to include a new porch, a rear dormer and roof light, loft conversion to create habitable accommodation following demolition of existing detached garage. WBC has received revised plans which show alterations to part single part two storey front/side/rear extension and rear dormer at 40 Shepherds House Lane.
- 250828 Householder application for proposed single storey front extension, two storey side and single storey rear infill extension followed by changes to fenestration at 139 Wilderness Road.
- 252025 Application for 58 Bridport Close was discussed and the recommendation can be found in Minute Item 76.2.3.
- 252127 Householder application for the proposed garage conversion, single storey side and rear extension with roof lights at 14 Delamere Road.
- 252136 Application for 19 Regent Close was discussed and the recommendation can be found in Minute Item 76.2.3.
- 252137 Application to vary condition 2 of planning consent 250888 for the householder application for proposed single storey front and single storey side extension alongside associated changes to fenestration followed by the demolition of existing conservatory and utility room. Condition 2 refers to Approved Details and the variation is to make minor amendments to roof levels at 20 Rosemary Avenue.
- 252139 Householder application for the proposed single story ground floor wrap around extension and part first floor side extension with insertion of roof lights at 28 Redhatch Drive.
- 252156 Householder application for the proposed erection of single storey rear extension following demolition of existing conservatory at 16 Allonby Close.
- 252161 Application for 75 Chiltern Crescent was discussed and the recommendation can be found in Minute Item 76.2.2.

The ACER representative left the meeting

- 252195 Householder application for the proposed erection of a two-storey side extension, a single-storey rear extension, and alterations to the front porch roof from flat to pitched, alongside associated fenestration changes to all elevations at 5 Richborough Close.
- 252205 Householder application for the proposed erection of a single storey rear extension following the demolition of the existing conservatory, with matching brickwork, roof tiles, and white UPVC fenestration and doors to the rear and side elevations at 101 Mays Lane.

Councillors C Smith & M Smith left the meeting

- 252213 Householder application for the proposed loft conversion, changes to fenestration including insertion of a roof light and front porch glass infill at 22 Selsey Way.

Councillors C Smith & M Smith entered the meeting

76.2.2 Conditional Approval Recommendations

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

- 252037 Application for 122 Chilcombe Way was discussed and the recommendation can be found in Minute Item 76.2.3.
- 252161 Householder application for the proposed erection of a front porch extension alongside a first-floor side extension with associated side-facing fenestration, the erection of a part single-storey and part two-storey rear extension with associated rear facing fenestration and patio doors, and the erection of a rear facing dormer with Juliet balcony and three front-facing roof lights to facilitate a loft conversion at 75 Chiltern Crescent.

This application was discussed in Minute Item 76.2.1. Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition for submission to and approval by WBC of a landscape scheme providing landscaping to the frontage, to prevent further erosion of the landscape character of the street frontage, as supported by Policies CP1, maintaining the character of the area, CP3, contribute to the sense of space and support fauna and flora and are of an appropriate character, CC03, Green Infrastructure and TB21, Landscape Character as supported by sections R1, R6, R12, R13 and R14 of the Borough Design Guide.

76.2.3 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:

- 252025 Householder application for the proposed erection of a single-story front extension and single-story rear infill extension, and garage conversion to create habitable accommodation at 58 Bridport Close.

This application was discussed in Minute Item 76.2.1. Councillors recommended that objection be raised to this application and that WBC refuses the application due to inadequate parking, contrary to Policy CC07, in that the submitted parking plan appears to rely on the use of part of the shared access drive to the adjoining property, obstructing access, to the detriment of the amenity of the adjoining property, contrary to Policy CP3. If this application is approved, ETC ask that the applicant be advised that a Party Wall Notice may be required with regards to the works to the party wall with No.59.

- 252037 Householder application for the proposed conversion of the garage, with changes to fenestration at 122 Chilcombe Way.

This application was discussed in Minute Item 76.2.2. Councillors recommended that objection be raised to this application and that WBC refuses the application due to inadequate parking, contrary to Policy CC07, in that the submitted parking plan shows tandem parking, with a length of 9m, insufficient to accommodate the two parking spaces indicated, resulting in parked cars overhanging the footway to the detriment of pedestrian safety. If this application is approved the following condition is requested that as the parking provision shown on the application drawings is inadequate and would obstruct the footway, the applicant should submit a plan to WBC, for approval, showing two side-by-side parking spaces on the frontage, which does not require third party land for access and once approved, the parking spaces shall be provided within 12 months of the approval of details, as supported by Policy CC07.

- 252136 Householder application for the proposed two storey side extension following conversion of existing garage to create habitable accommodation, single storey rear extension plus changes to fenestration at 19 Regent Close.

This application was discussed in Minute Item 76.2.1. Councillors recommended that objection be raised to this application and that WBC refuses the application due to inadequate parking, contrary to Policy CC07, in that the submitted parking plan appears to only shows one parking space on curtilage, whereas WBC parking strategy aims to achieve parking on-curtilage, on a road currently already suffering from excessive on-street parking.

252217 Application for works to protected tree/s TPO- 0737-1995 T2, Robinia - Remove 2 limbs on southeast side of crown to collar cuts. Reason for Works: To prevent the tree from significantly overhanging the property. The two limbs in question have fibre buckling at their base at 16 Squirrels Way.

Councillors recommended that objection be raised to this application and that WBC refuses the application due to inadequate information submitted to allow for consideration, in that this application and other similar applications are not accompanied by a professionally prepared arboricultural report in support of works to a TPO tree. Without such a report it is difficult for ETC to properly consider these applications, contrary to Policies CP1 and CP3.

76.2.4 Tree Works Applications

There were no Tree Works applications.

76.3 Permitted Development Rights

The following Permitted Development application was noted: -

252155 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 6.00m, for which the maximum height would be 2.78m and the height of the eaves 2.55m at 11 Chicory Close.

76.4 Planning Applications Withdrawn

There were no withdrawn planning applications.

76.5 Adjoining Parish Consultations/Local Authority Consultations

There were no Parish/Local Authority Consultations.

77. **PLANNING APPEALS**

Members noted that no Planning Appeal notifications had been received.

Bill Luck left the meeting

Councillor Hare left the meeting

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

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

79. **TREE PRESERVATION ORDERS**

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

80. STREET NAMING & NUMBERING

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

81. LICENSING

Councillors noted that no Licensing applications had been received.

82. ALIGN (ALLIANCE OF LODDON INFRASTRUCTURE & GROWTH NEEDS) MEETING

Members noted that the ALIGN meeting that was scheduled to take place on 2nd October 2025 was cancelled and a new date is to be set.

83. LODDON GRADEN VILLAGE WALKING TOURS

Councillors received a written report from Councillor Neal on his attendance at Loddon Garden Village Walking Tours on 18th and 22nd September.

Councillor Hare entered the meeting

84. LODDON GARDEN VILLAGE STAKEHOLDERS MEETING

Councillors noted that the University of Reading are holding a further stakeholders meeting on 22nd October for invitees at Maiden Place Community Centre.

85. HIGHWAYS & TRANSPORT

85.1 The Deputy Town Clerk reported that the Bus Services Working Group had met with Wokingham Borough Council officers Rebecca Brooks, Community Transport Officer and Alison Flawith, Active Travel Officer to discuss WBC's Transport Network Review. WBC are considering various options, including transport from Earley to Wokingham. WBC will be contacting the working group with further details and proposals, which the working group will report details of at a future Planning & Transport Committee meeting.

85.2 Councillor Cook raised concerns about pedestrians, especially school children and parents crossing Beech Lane between the junctions of Chelwood Road and Squirrels Way and would like to see the installation of a crossing. Councillor C Smith said that she has already made a request to Wokingham Borough Council. Councillors agreed that ETC should also raise its concerns about the safety of pedestrians and support the installation of a crossing.

85.3 Councillor Neal relayed Councillor Basset's concerns that residents in Earley are finding it difficult to request Ubers. Several Councillors who have used Ubers said that this may be due to the number of active drivers in the area and locations of pickups/drop offs, as Ubers operate differently to regular taxis in that Uber drivers pick which jobs they want to take.

85.4 Members noted that Wokingham Borough Council's Traffic Regulation Order consultation for Culver Lane and Palmerstone Road – 20mph zone.

86. EARLEY SIGNS

Councillors discussed Earley boundary signs which are currently situated in five different locations in Earley. Councillors agreed that all the signs were in poor condition with old 'Wokingham District' wording on them.

Councillors agreed that:-

- All the signs should be replaced
- Consideration should be given to the current locations of the signs and whether other locations should be considered
- The wording ‘Wokingham Borough’ should be included on any new signage to clearly indicate that Earley is not within the Reading Borough
- A different style of sign should be considered
- Monies should be set aside in the 2026/2027 budget for the new signs

Councillors agreed they would all consider the current signage locations and bring any suggestions to the next Planning & Transport Committee meeting.

87. TOWN COUNCIL QUESTIONS AT WBC MEETINGS

The Planning & Transport Committee had no questions to raise at any WBC meeting.

88. 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 August 2025.
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89. PRESS RELEASES/WEBSITE/SOCIAL MEDIA

No press releases were requested.

90. TERMINATION OF MEETING

The meeting was declared closed by the Chair at 8.49pm.

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Chair, Planning Committee