



**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 10<sup>th</sup> February 2026 which commenced at 7.00pm.

**Present:**

Chair – Councillor A Neal

Councillors: N Brock, R Browne, R Cook, M De Jong, 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), a representative from ACER and a representative from MERA.

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**156. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**157. 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 planning applications at this meeting based on the information before them and may later amend their view if further relevant information is presented to them.

Councillor M Smith also declared an interest in application 252887 – 25 Loxwood and application 260207 – 127 Wilderness Road in that he knows the residents at the neighbouring properties of both applications, however neither have spoken to him about the applications and the actual applicants are not known to him.

**158. PUBLIC FORUM**

The MERA representative addressed the Committee on Item 13.1 on the agenda in relation to MERA’s request that the Town Council allow parents and students from Maiden Erleigh School and Aldryngton School to park at the Sol Joel park overflow car park in Mays Lane. The representative said that the obstacles to using the car park in such a way had been highlighted at the Amenities & Leisure Committee held on 14<sup>th</sup> January 2026 and suggested a response to the request would be helpful, which MERA can then relay to the schools. However, the MERA representative said they still cannot understand why ETC will not consider the option of using Mays Lane car park for such a purpose and that MERA would not contact Wokingham Borough Council about possible highway issues on Mays Lane, if the option of using the Mays Lane car park cannot be pursued.

The MERA representative also addressed the Committee on Item 13.2 on the agenda in relation to MERA’s request to ETC to adopt their request for Speed Indicator Devices (SIDs) to be installed in Silverdale Road. The representative said that MERA has approached Wokingham Borough Council and Thames Valley Police about the installation of SIDs and has been advised to contact the Town Council.

The ACER representative raised concerns about application 252362 – 161 Church Road that the revised plans are still considered to be overdevelopment and not in keeping with the area. Concerns were also raised about application 252631 – 58 Hilltop Road that the render finish and not brick finish is not in keeping with the area and that there is insufficient parking. The ACER representative also raised concerns regarding 260011 – 61 Culver Lane that the extension projects 2m beyond the extension at 59 Culver Lane and that this may impact light to habitable rooms. Also concerns about application 260064 – 8 Culver Lane were raised due to overdevelopment and being out of keeping with the area.

*The ACER representative left the meeting.*

## **159 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 13<sup>th</sup> January 2026 were agreed as a true record and it was **RESOLVED** they be signed by the Chair. (Minutes 138 – 155)

## **160. PARKING & HIGHWAY ISSUES IN SILVERDALE ROAD**

The committee agreed that Agenda item 13 be brought forward on the agenda.

- 160.1 Cllr A Neal suggested that it was outside the Town Council's remit to resolve school parking issues and that this is the responsibility of the highway authority, Wokingham Borough Council. Cllr P Jorgensen added that she is aware that WBC has spoken to the schools and has carried out various surveys of the area and that she would support ETC writing a letter to WBC about the ongoing parking and traffic issues in Silverdale Road.

Cllr M Smith expressed his view that he felt the report (Appendix D) was negative and that the Town Council should be considering the use of Sol Joel park overflow car park in Mays Lane for such a purpose. The Deputy Town Clerk explained that the report stemmed from the discussion had by the Amenities & Leisure Committee who did not consider the use of Mays Lane car park for this purpose viable and the Committee is asking for the Planning & Transport Committee to write to WBC about the school traffic issue in Silverdale Road. Cllr M Smith queried why the Field in Trust Deed of Dedication was an issue to which ETC's Planning Advisor responded that Fields in Trust are very restrictive about what they allow within their dedicated sites. Cllr M Smith also queried the need for planning permission and the Deputy Town Clerk explained that the overflow car park in Mays Lane was not built as a public car park but for the use of teams hiring the sports pitches and pavilions. MERA's request was for it to be open all day five days a week which would enable anyone to use it whether they were visiting the park or not and would change its intended use.

Cllr P Jorgensen asked why parents did not just use the car park in Church Road as it is a similar distance away and is open all day. Councillors also commented that visitors to the church and parents at Earley St Peter's School use Church Road car park.

Cllr De Jong commented that she had been a teacher 22 years ago and there were traffic issues in Silverdale Road then. Cllr R Cook asked why parents did not park on Lakeside, as it within close proximity of the schools. She agreed that it was not viable for Mays Lane car park to be used for school parking.

It was **RESOLVED** that a letter from the Planning & Transport Committee will be sent to WBC about the ongoing parking and highway issues in Silverdale Road.

- 160.2 Cllr P Jorgensen recommended that MERA contact the Police and Crime Commissioner as the police can install Speed Indicator Devices. The MERA representative responded that MERA would contact the Police and Crime Commissioner. Cllr P Jorgensen added that ETC could

contact WBC and request the traffic data for Silverdale Road, this may provide information on the average speeds at peak times.

It was **RESOLVED** that MERA be advised to contact the Police and Crime Commissioner about the installation of SIDs in Silverdale Road and that ETC would request the traffic data for Silverdale Road from WBC for information.

*The MERA representative left the meeting.*

## **161. APPLICATIONS FOR PLANNING PERMISSION**

### **161.1 Decision Notices Issued by the Local Planning Authority**

The Decision Notices reported to the meeting were noted.

### **161.2 Planning Applications Received since the Last Meeting of this Committee**

#### **161.2.1 No Objection Notifications**

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

252362 Householder application for proposed single storey side/rear extension including roof light following demolition of the garage, single storey front extension to form a porch, two storey side extension, plus a loft conversion facilitated by a hip to gable roof alteration, 2 No roof lights to the front elevation, a flat roof dormer to the rear elevation (Retrospective) at 161 Church Road.

Whilst ETC raises no objection to this application, ETC requests that the relevant conditions attached to existing approvals 232818 and 242471 are applied to any approval granted under this application, as appropriate. In addition, ETC would be grateful if they could be advised of the planning status of the outbuilding shown on the drawings accompanying application 252362.

252805 Householder application for the proposed erection of a two-storey rear extension, a part single-storey side extension and the conversion of the existing garage, with associated fenestration, following the demolition of elements of the existing rear and side walls at 65 Egremont Drive.

252887 Householder application for the proposed erection of a single storey rear extension following conversion of existing garage to create habitable accommodation, loft conversion to create habitable accommodation following raising of existing roof pitch to include 1no. Dormer plus rooflights at 25 Loxwood.

253018 Householder application for the proposed erection of a single storey front extension following removal of existing front canopy roof and bay window, plus erection of a single storey rear extension, changes to fenestration and conversion of the garage to habitable accommodation. (Part retrospective) at 35 Chatteris Way.

253108 Householder application for the proposed single storey front extension at 5 Lidstone Close.

260011 Householder application for the proposed erection of a single storey rear extension and garage conversion at 61 Culver Lane.

- 260056 Householder application for the proposed erection of a single storey rear extension following demolition of the existing single storey rear extension, plus insertion of 2 no. sun tunnels in the existing single storey side roof and conversion of the garage to habitable accommodation with associated changes to fenestration at 13 Chiltern Crescent.
- 260059 Householder application for the proposed erection of a single storey rear extension along with changes to fenestration following demolition of existing pergola at 32 Erleigh Court Garden.
- 260093 Application for works to Protected Trees – TPO 672/1994 T5, Ash – Fell at 65 Hilmanton.
- 260106 Householder application for the proposed erection of part single storey/part two storey front extension at 163 Chilcombe Way.
- 260143 Householder application for the proposed erection of single storey side extension and double storey rear extension, following demolition of existing conservatory at 97 Paddick Drive.
- 260166 Householder application for the proposed raising of the roof and insertion of rooflights to create additional first floor accommodation, erection of a two-storey front/side extension, removal of the existing chimney, front dormer and existing side porch, plus installation of a new porch canopy roof and changes to fenestration, landscaping and boundary treatments at 31 Sutcliffe Avenue.
- 260172 Householder application for proposed erection of retrospective proposed loft conversion with 1no. rear dormer and 2no. small front dormers with a velux roof light at 365 Wokingham Road.
- 260174 Householder application for the proposed erection of a single-storey side and rear extension, with associated alterations to fenestration at 43 Reeds Avenue.
- 260199 Householder application for the proposed erection of a single storey side extension to create front porch, single storey rear extension, plus changes to garage fenestration at 23 Swepstone Close.
- 260207 Householder application for the proposed erection of a single storey rear extension following removal of the existing veranda, plus changes to fenestration and installation of side canopy roof at 127 Wilderness Road.
- 260240 Householder application for the proposed erection of single-storey rear extension (including 2no. rooflights), conversion of garage and changes to fenestration at 51 Sellafield Way.
- 260246 Householder application for proposed erection of single storey rear extension and demolition of existing conservatory, part garage conversion and insertion of new fenestration at 36 Ledran Close.
- 260273 Householder application for the proposed erection of a two-storey side extension and a single storey rear extension following demolition of existing garage at 14 Firmstone Close.
- 260298 Householder application for proposed erection of single storey rear extension at 24 Maiden Erleigh Drive.

## 161.2.2 Conditional Approval Recommendations

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

*Councillors M Iyengumwena, C Smith and M Smith left the meeting as they expect that application 252631 is to go before Wokingham Borough Council's Planning Committee.*

252631           Householder application for the proposed single storey front, side and rear extensions, and proposed first floor front, side and rear extensions. Including a garage conversion at 58 Hilltop Road.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that all windows at first floor, facing side boundaries with adjoining properties are to be obscured glazing, unless otherwise agreed in writing by WBC to protect the amenity of adjoining properties, pursuant to Policy CP3.

*Councillors M Iyengumwena, C Smith and M Smith entered the meeting.*

253137           Application to vary condition 2 of planning consent 231358 for the proposed erection of a part single part two storey side and single storey rear extension following demolition of the existing part single part two storey side/rear extension. Condition 2 refers to approved details. Variation is to allow changes to first floor layout, roof structure and fenestration at 34 Luckmore Drive.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that any rooflights shown on the approved drawings facing the side boundaries with No.32 and No.36 shall have no openings below a height of 1.7m above floor level, and any part of a skylight below 1.7m above floor level should be fixed closed and be obscured glazing, unless otherwise agreed in writing by WBC. This is to protect the amenity of neighbouring properties pursuant to Policy CP3.

260150           Full application for the proposed change of use of the property to a children's home (Use Class C2) at 69 Eastcourt Drive.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that it is noted that the drawings show two separate entrances from the public side of the building and as a result there shall not be any subsequent sub-division of the dwelling into two or more separate dwellings without the prior approval of WBC, in writing, to ensure adequate parking is provided at all times and to protect the amenity of neighbouring properties, as defined by Policies CP3 and CC07.

260265           Householder application for the proposed erection of a single storey side and rear extension, to include 2no. roof lanterns following part conversion of existing garage plus changes to fenestration at 6 Byreton Close.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that as the side and rear extension result in accommodation which is separated from the main dwelling and is provided with a separate entrance, the extension as hereby approved shall only be used as ancillary accommodation to the main dwellinghouse and shall not be used, sold or sub-let as separate dwellings. Reason: A separate unit of accommodation of this nature may not be acceptable in this location in the interests of the amenities, character of the area and highway safety in accordance with Core Strategy Policies CP1, CP3, CP4, and Managing Development Delivery Local Plan Policies CC01, CC07, TB07, TB08.

### 161.2.3 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:

252292            Householder application for the proposed erection of a first-floor side rear extension plus conversion of loft to create habitable accommodation to include hip to gable plus dormers to the front and rear elevation at 1 Lancaster Gardens.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons: 1: The principle of the hip to gable end conversion in this case is out of character with this distinctive house type and would cause an unbalanced appearance to this pair of semi-detached houses, which would adversely impact the character of the area, contrary to Policy CP3.

2: The headroom in the proposed new bedroom to the front of the house is compromised over 50% of the floor area and would compromise the use of the space as a double bedroom, contrary to the principles contained in Policy TB07, and the Nationally Described Space Standards

260064            Full application for the proposed subdivision of the site and erection of 1 no. detached dwelling with associated access, parking and amenity space following demolition of the existing detached garage and rear conservatory at no 8. Culver Lane, plus installation of hardstanding and creation of a new front access and dropped kerb for the existing dwelling onto Culver Lane at 8 Culver Lane.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons, as this application is largely unchanged from 252586 and does not appear to address the reasons for refusal of that application:

1: By virtue of the design, scale and siting of the proposed dwelling, the proposal would result in a convoluted and cramped form of development which would have a detrimental impact on the character of the area contrary to Section 12 of the National Planning Policy Framework, Policies CP1 and CP3 of the Core Strategy, Policy TB06 of the Managing Development Delivery Local Plan, and the guidance contained within the Borough Design Guide SPD and the National Design Guide.

2: By virtue of its inappropriate siting and scale, the proposed new dwelling would have an unacceptable overbearing impact on the neighbouring property no. 10 Culver Lane creating a sense of enclosure, and the first-floor rear dormer windows would introduce an unacceptable perceived feeling of overlooking impacting upon the privacy currently enjoyed by the neighbour, this is contrary to Policy CP3 of the Core Strategy.

3: The drawings are not consistent and are inaccurate, with window styles and heights not being consistent between drawings and not reflecting the correct positioning.

4: The ground floor windows to the rear elevation of the proposed dwelling rely on the presence of a 2m high boundary fence to protect the amenity of the neighbouring property, with no guarantee of its retention in perpetuity, thereby potentially adversely impacting the amenity of that property contrary to Policy CP3.

If WBC are minded to approve this application the following conditions are requested: 1: The window in the gable end facing 1 Anderson Avenue shall be obscured glazing, with no opening light below 1.7m above floor level, unless otherwise agreed by WBC in writing, to protect the amenity of the neighbouring property, as supported by Policy CP3.

2: All windows in the rear elevation facing the boundary with 10 Culver Lane shall be obscured glazing and shall not have any opening lights below 1.7m above floor level, unless otherwise agreed by WBC in writing, to protect the amenity of the neighbouring property, pursuant to Policy CP3

3: The amenity of 10 Culver Lane is dependent on a 2m boundary fence, and the applicant shall provide evidence as to how this will be maintained in perpetuity, pursuant to Policy CP2.

260222 Householder application for the proposed erection of a single storey side extension and a two-storey rear extension following demolition of the existing conservatory and part demolition of the existing single storey side extension, plus conversion of the garage to habitable accommodation and changes to fenestration at 18 Pond Head Lane.

Councillors recommended that objection be raised to this application and that WBC refuses the application as the applicant has failed to demonstrate that the proposed first floor rear extension does not impact the adjoining property 20 Pond Head Lane, to the north of the application property, by shading windows to habitable rooms, contrary to Section R23 of the Borough Design Guide, supported by Policy CP3, to the detriment of the amenity of the occupants of the neighbouring property.

#### 161.2.4 Tree Works Applications

The following Tree Works applications were noted.

260123 Application for works to protected tree/s TPO 197/ 1980 AREA A9 - T1, Willow - Remove back to close to the boundary fence line the lateral limbs on the West side of this tree. Leave an approximately 1-1.5m length portion of the limbs to where they already have secondary growth. Prune lowest limb to the north to clear the streetlight by approximately 2m at 1 Kerris Way.

260227 Application for works to protected tree/s TPO 860/1997, T3 and T4 T3, Ash – Crown reduction by approx. 4-5m in height and 2-4m in spread; remove dead, dying and unsound branches. T4, Oak – Crown reduction by approx. 4-5m in height, and 3-4m in spread on side overhanging the garden of no. 9 Dennose Close; crown lift to approx. 6m.

#### 161.3 Permitted Development Rights

The following Permitted Development applications was noted: -

260282 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 4.00m and the height of the eaves 3.00m at 27 Moor Copse Close.

260307 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 3.80m and the height of the eaves 2.90m at 95 Wilderness Road.

#### 161.4 Planning Applications Withdrawn

There were no Planning Applications withdrawn.

#### 161.5 Adjoining Parish Consultations/Local Authority Consultations

The following Adjoining Parish/.Local Authority consultation was noted: -

260258 Consultation from Reading Borough Council for the following proposal: outline application with all matters reserved with the exception of access, for site redevelopment involving the demolition of all existing structures & a residential-led mixed use proposal for up to 700 residential units (Class C3) & up to 3,000 sqm (GEA) of commercial uses (Class E), together with various associated works including replacement pedestrian and vehicle access routes, open spaces, hard & soft landscaping & sewer works, partial basement excavation, up to 130 basement level car parking spaces, up to 53 separate car parking spaces for Class E uses, up to 600 cycle parking spaces & servicing facilities at Forbury Retail Park, Forbury Road. This application is accompanied by an Environmental Statement.

**162. PLANNING APPEALS**

Councillors noted that no Planning Appeal notifications had been received.

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

Members noted that WBC is currently working on a new system to provide town/parish councils with planning enforcement information to replace the old system which is no longer working.

*Councillor D Hare left the meeting.*

**164. TREE PRESERVATION ORDERS**

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

**165. STREET NAMING & NUMBERING**

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

**166. LICENSING**

Councillors noted that a 'no comment' had been submitted to an application notification from WBC for the renewal of a street trading licence for Earley Kebab, Space No 3 at Car Park at Suttons Bowling Club off Chalfont Way, Lower Earley, Reading, RG6 5HQ.

**167. WOKINGHAM BOROUGH COUNCIL'S PLANNING COMMITTEE REVIEW**

167.1 Members noted that WBC is carrying out a Planning Committee Review with the Planning Advisory Service (PAS).

167.2 Members received a verbal report from Councillor Neal on his participation at an informal meeting held by the PAS on 5<sup>th</sup> February 2026. The discussion was around WBC's planning system and the experiences had by Town/Parish Councils. As Councillor A Neal was the only Town/Parish Council representative in attendance, he relayed comments from an Earley point of view.

*Councillor D Hare entered the meeting.*

*Bill Luck left the meeting.*

**168. BOUNDARY SIGNS**

Councillors received a written report on ETC’s request to Wokingham Borough Council for a quotation to replace old ‘Earley’ boundary signs with new ones. Councillors were disappointed that WBC will not consider the green signs suggested by ETC and that there did not seem to be any justification provided by WBC for its reasons. Councillor A Neal commented that green signs are used in other areas across the borough and black signs are also used.

It was **RESOLVED** that the Deputy Town Clerk will contact WBC to ask why it will not consider the suggested green signs and whether there is any WBC policy/guidance that gives reason for this.

**169. HIGHWAYS & TRANSPORT**

169.1 Members noted that Wokingham Borough Council is consulting on its Amendment 4 – Parking Restrictions Traffic Regulation for the Resident Parking Scheme

169.2 Members raised no further comments or issue regarding highways and transport.

**170. TOWN COUNCIL QUESTIONS AT WBC MEETINGS**

No questions were raised.

**171. 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 December 2025 & January 2026
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**172. PRESS RELEASES/WEBSITE/SOCIAL MEDIA**

No press releases were requested

**173. TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 8.57pm.

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Chair, Planning Committee