



**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> March 2026 which commenced at 7.00pm.

**Present:**

Chair – Councillor A Neal

Councillors: N Brock, R Cook, M Iyengunmwena, 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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**174. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M De Jong, D Hare and S Jordan.

**175. DECLARATIONS OF INTEREST**

Councillors M Iyengunmwena 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.

**176. PUBLIC FORUM**

The ACER representative raised concerns about application 252668 – 27 Pitts Lane that two trees have been removed and there is no soft landscaping. The ACER representative also raised concerns about application 253109 -20 Culver Lane due to its scale and mass which is out of keeping with the area. Also, there is no evidence of sufficient soft landscaping.

The ACER representative raised further concerns about application 260404 – 24 Delamere Road which does not conform with Policy CP3 which requires a development to be of appropriate build form and character to the area.

*The ACER representative left the meeting.*

**177 MINUTES OF PREVIOUS MEETING**

Councillor Neal clarified minute item 160 – Parking & Highway Issues in Silverdale Road that the Planning & Transport Committee’s position was not to overturn the decision made by the Amenities & Leisure Committee, in relation to MERA’s request regarding Mays Lane car park but to act on the Amenities & Leisure Committee’s request to write to Wokingham Borough Council about the traffic issues in Silverdale Road.

The Minutes of the meeting held on 10<sup>th</sup> February 2026 were agreed as a true record and it was **RESOLVED** they be signed by the Chair. (Minutes 156 – 173)

**178. APPLICATIONS FOR PLANNING PERMISSION**

178.1 Decision Notices Issued by the Local Planning Authority

The Decision Notices reported to the meeting were noted.

178.2 Planning Applications Received since the Last Meeting of this Committee

178.2.1 No Objection Notifications

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

- 252930 Application for 10 Shepherds Avenue. This application was discussed and the decision can be found in minute item 178.2.2.
- 260323 Full application for the proposed change of use of the ground floor (Use Class E(b)) to residential (C3) in conjunction with the existing first floor to create a larger dwelling at The Dreadnought, Kennet Side.
- 260349 Householder application for the proposed installation of 1 no. air source heat pump unit to the rear of the dwelling at 8 Tiptree Close.
- 260404 Householder application for the proposed erection of rear dormer extension and modification of main roof from hipped to gabled formation at 24 Delamere Road.
- 260469 Retrospective application for the erection of a two-storey side extension and a single-storey front extension at 346 Wokingham Road.
- 260470 Householder application for the proposed erection of a single storey front and rear extension plus garage conversion to create habitable accommodation along with changes to fenestration at 33 Sellafeld Way
- 260477 Householder application for proposed garage conversion, amendments to fenestration and erection of mono pitch porch, rear single storey extension and mono pitch roof and insertion of rear roof lights and erection of a outbuilding at 4 Harcourt Drive.
- 260504 Householder application for the proposed installation of a pitched roof to the existing two storey side extension at 8 Oldfield Close.
- 260509 Householder application for proposed erection of single storey side extension, garage conversion and single storey rear extension at 11 Chicory Close.

178.2.2 Conditional Approval Recommendations

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

- 252668 Householder application for the proposed installation of altered access to the front of the property following part demolition of existing garden wall and extension of hard surfacing at 27 Pitts Lane. WBC has received revised plans

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that submission to, and approval by, WBC of a scheme demonstrating the retention of landscaping to the frontage, such scheme to be implemented within 12 months of completion of the parking area, as supported by Policies CP3 and CC03 and as defined in Section R14 of the Borough Design Guide.

252930 This application was discussed in minute item 178.2.1. Householder application for the proposed erection of a single storey front extension creating porch area with a disabled access ramp plus single storey side rear extension following conversion of existing garage to create habitable accommodation at 10 Shepherds Avenue.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that as the "annexe" formed as part of these proposals has the ability to be accessed separately, it shall only be used incidental to the use of the main dwelling and shall not be used as a separate unit of accommodation without prior approval of WBC. To ensure that adequate car parking is provided on curtilage at all times and to avoid impact on the amenity of neighbouring properties pursuant to Policies CP3 and CC07.

*Councillor C Smith entered the meeting and declared that as member of Wokingham Borough Council's Planning Committee, she would keep an open mind when considering planning applications at this meeting based on the information before her and may later amend her view if further relevant information is presented to her.*

253109 Full application for the proposed erection of 1 no. detached dwelling and car port following demolition of the existing dwelling, plus associated landscaping, removal of the existing side access, and extension of the veranda of an existing outbuilding at 20 Culver Lane.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that Non-let/No sale - the outbuildings hereby approved shall be used as ancillary accommodation to the main dwellinghouse, the main dwelling shall remain in use as a single dwellinghouse and the outbuildings 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.

260325 Retrospective application for the erection of a rear outbuilding at 12 Milton Road.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that the outbuilding hereby approved shall only be used incidental to the host dwelling and shall not be let as a separate unit of accommodation, 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.

260544 Householder application for proposed erection of first floor side extension, single storey rear extension and garage conversion at 11 Skelmerdale Way.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that the ground floor element of the extension, with the separate access, shall not be used as a separate unit of accommodation for fee paying occupants without prior approval of WBC, to ensure adequate parking is provided at all times, and to protect the amenity of neighbouring properties, as defined by Policies CP3 and CC07.

### 178.2.3 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:

253130 Full application for the proposed extension to the existing David Lloyd Club to form enhanced swimming facilities, Spa and Spa Garden, plus upper floor health and fitness

areas and alterations to existing car park layout at David Lloyd Sports Centre, 1 Thames Valley Park Drive.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons: 1: The applicant has failed to demonstrate that there is adequate parking, contrary to Policy CC07, particularly as there is a net loss of parking spaces set against an increase in commercial space, and, presumably, an increase in members numbers.

2: The potential for overspill parking could harm the amenity of neighbouring buildings and the users thereof, contrary to Policy CP3.

260372           Householder application for the proposed erection of a two-storey side extension plus changes to fenestration at 35 Egremont Drive. Councillor Brock abstained from the decision on this application.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons: 1: The proposed flank wall window to the new "bedroom 4" is only 17m away from the windows in the rear elevations of 25 and 27 Egremont Drive, contrary to the guidance in Section R15 of the Borough Design Guide which recommends 22m window to window to maintain visual privacy to habitable rooms, to the detriment of the privacy and amenity of the occupants of those dwellings contrary to Policy CP3.

2: The proposed relocated window to "bedroom 1", is only about 5m from the boundary with 23 Egremont Drive presenting significant overlooking of that garden, particularly of the private amenity space immediately to the rear of dwelling contrary to Section R16 of the Borough Design Guide recommending a 11m separation to maintain privacy and amenity, contrary to policy CP3.

260417           Full application for the change of use of land for the temporary siting of a caravan for residential use for a period of up to five years. (Retrospective) at 299 Wokingham Road. Councillors C Smith and M Smith abstained from the decision on this application.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons: 1: The siting of a caravan on this property is unjustified with there being no planned works to support such an application and it would be out of character with the area, contrary to Policy CP3. A caravan potentially not being required until such time as there is an approval for construction on the site.

2: The proposed timescale of five years seems excessive and should relate to an anticipated construction programme, which would be considerably less than five years. The presence of such a structure for such a long time would be harmful to the character of the area. contrary to Policy CP3.

#### 178.2.4 Tree Works Applications

The following Tree Works applications were noted.

260343           Application for works to protected tree/s TPO 383/1988, AREA 1 T1, Oak – Cut back overhanging branches to create 2m clearance from no. 33 Sweptstone Close.

260344           Application for works to protected tree(s) TPO 383/1988 T3, Oak – Cut back overhanging branches to create 2m clearance from no. 33 Sweptstone Close.

#### 178.3 Permitted Development Rights

The following Permitted Development applications were noted: -

260243 Prior approval submission for railway works comprising alterations and refurbishment to the existing Earley Station footbridge, including works to staircases, landings, parapets, and associated structural and safety improvements at Earley Station, Station Road.

Councillors raised no objection to this application.

260514 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 3.00m and the height of the eaves 2.10m at 19 Mill Lane.

178.4 Planning Applications Withdrawn

There were no Planning Applications withdrawn.

178.5 Adjoining Parish Consultations/Local Authority Consultations

There were no Adjoining Parish/Local Authority consultations.

**179. PLANNING APPEALS**

Councillors noted that no Planning Appeal notifications had been received.

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

Members noted that WBC will no longer email planning enforcement information to Town/Parish Councils. The information can be accessed via a new system which ETC has been given access to.

*Bill Luck left the meeting.*

**181. TREE PRESERVATION ORDERS**

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

**182. STREET NAMING & NUMBERING**

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

**183. LICENSING**

Councillors noted that a variation to Goods Vehicle Operators Licence application had been received for Sysco GB Ltd, Unit 24, Suttons Business Park, Suttons Park Avenue, Earley, Reading, RG6 1AZ. There were no comments on the application

**184. BOUNDARY SIGNS**

Councillors noted that no communication had been received from WBC in response to ETC's request for WBC's guidance/policy on the types of boundary signs which can be installed.

**185. ARBORFIELD & BARKHAM NEIGHBOURHOOD PLAN**

Councillor Neal gave a verbal report on his attendance at a meeting held on 18<sup>th</sup> February 2026 on Arborfield & Barkham's Neighbourhood Plan, which is currently being revised and went

out to consultation on 2<sup>nd</sup> March 2026. The general information covered at the meeting was about the work that had gone into the plan's revision.

**186. HIGHWAYS & TRANSPORT**

186.1 Councillors noted that Government is giving local authorities more powers to restrict parking on pavements, with more detailed guidance expected later this year. Wokingham Borough Council will be planning ahead for this change once it knows how the powers will work in practice.

186.2 Councillors noted that Wokingham Borough in partnership with Reading Borough Council is looking to improve transport and bus travel into Reading along the A4. WBC is currently consulting on a set of proposals to improve the Sutton Seeds Roundabout and the existing bus lane on the A4 London Road near the Wokingham and Reading borders. The closing date for comment is 29th March 2026. Councillors will email Councillor Neal by 23<sup>rd</sup> March with their thoughts who will formalise the comments and submit to Wokingham Borough Council.

186.3 Councillors noted the response received from Wokingham Borough Council that provided the speed data for Silverdale Road and Betchworth Avenue. Councillors agreed that there was no real speeding issue in the two roads but requested that the Police are contacted and asked to carry out a speed check in Betchworth Avenue, as this is a straight section of road.

186.4 Councillors received a report on Wokingham Borough Council's Putting People First on our Streets Safer Speed Limits Programme which is asking Town/Parish Councils for their comments on roads where speed limits should be lowered.

A working group was appointed consisting of Councillors P Jorgensen, A Neal and M Smith who will work on a list of roads and present this to the Planning & Transport Committee on 7<sup>th</sup> April 2026. Councillors requested that WBC be asked for the speed data for all roads in Earley to help assist the working group. All ETC Councillors will be informed of the consultation and asked to submit any comments to Councillor Neal.

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

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

No questions were raised.

*The representative from MERA left the meeting,*

**188. PUBLICATIONS**

Members noted no publications had been received.

**189. PRESS RELEASES/WEBSITE/SOCIAL MEDIA**

No press releases were requested.

**190. TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 8.42pm.

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Chair, Planning & Transport Committee