



## **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 4<sup>th</sup> August 2026 which commenced at 7.00pm.

### **Present:**

Chair – Councillor A Neal

Councillors: N Brock, R Cook, M Iyengunmwena, S Jordan, and A Long.

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

---

### **58. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M De Jong, P Jorgensen, C Smith and M Smith.

### **59. DECLARATIONS OF INTEREST**

Councillor M Iyengunmwena declared that, as a member of Wokingham Borough Council's Planning Committee, he would keep an open mind when considering planning applications at this meeting based on the information before him and may later amend his view if further relevant information is presented to him.

### **60. PUBLIC FORUM**

There were no members of public present.

### **61. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 7<sup>th</sup> July 2026 were agreed as a true record and it was **RESOLVED** they be signed by the Chair. (Minutes 40 - 57)

### **62. APPLICATIONS FOR PLANNING PERMISSION**

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

The Decision Notices reported to the meeting were noted.

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

##### **62.2.1 No Objection Notifications**

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

261318      Householder application for the proposed single storey rear extension following conversion of existing garage to create habitable accommodation at 56 Hillside.

- 261502 Householder application for the proposed erection of single storey rear extension and garage conversion plus changes to fenestration at 29 Amber Close.
- 261506 Householder application for the proposed erection of single storey front/side/rear extensions and two storey side/rear extension, following demolition of existing garage/outbuildings, plus alterations to fenestration, roof alterations/loft accommodation, reconfiguration of parking to provide 3 no. parking spaces and associated external alterations at 27 Moor Copse Close.
- 261562 Application for advertisement consent for replacement of existing company logo signs with 3 no. lettering signs, projecting from the wall. Including 1 no. fascia sign and 2 no. monolith signs. (Retrospective) at Unit 24, Suttons Business Park, Suttons Park Avenue.
- 261574 Householder application for the proposed erection of single storey side and rear extensions and a part single part two storey side extension following demolition of the existing carport, sunroom and living room, plus conversion of the garage to habitable accommodation, modification of the existing single storey garage roof and changes to fenestration at 391 Wokingham Road.
- 261582 Full application for the proposed sub-division of existing house into 2 no dwellings, including demolition of existing conservatory 192 Silverdale Road.
- 261598 Householder application for the proposed erection of first floor pitched roof rear extension following removal of existing first floor flat roof areas, 2no. Chimneys and side dormers plus removal of part of the existing garage. Installation of solar panels and rooflights at 127 Wilderness Road.
- 261603 Householder application for the proposed erection of a part two storey part first floor side extension following demolition of the existing single storey utility room, plus conversion of the garage to habitable accommodation and changes to fenestration at 2 Rhodes Close,
- 261657 Householder application for the proposed single storey rear extension, loft conversion and a garage conversion at 18 Collins Drive.
- 261671 Householder application for the proposed single storey rear extension, garage conversion and part front side extension at 20 Lakeside.
- 261677 Householder application for the proposed erection of single storey front, side and rear extension. Loft conversion to create a habitable space, with the addition dormer windows and rooflights. Plus, changes to fenestration at 47 The Crescent.
- 261724 Householder application for the proposed erection of single storey side extension to provide garage and domestic storage accommodation after the demolition of existing shed. Plus, the addition of a pergola to the rear at 7 Kensington Close.

#### 62.2.2 Conditional Approval Recommendations

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

- 261483 Householder application for the proposed single storey rear and side extension, first floor extension, new roof design, 1 no. roof lantern, proposed new garage following

demolition of existing garage and two new cross overs with dropped kerbs at 8 Culver Lane.

Councillors recommended that no objection be raised to this application subject to WBC imposing the following condition that the windows to the dormers facing the boundary with 10 Culver Lane shall be obscured glazing and remain so unless otherwise agreed in writing by WBC, to protect the amenity of the neighbouring property pursuant to Policy CP3.

#### 62.2.3 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:

- 261587      Householder application for the proposed erection of a part single part two storey rear and side extension linking existing detached garage plus garage conversion to habitable accommodation along with associated changes to fenestration at 25 Loxwood.

Councillors recommended that objection be raised to this application and that WBC refuses the application as the proposed first floor rear extension would impact the habitable rooms in the rear of 7 Loxwood behind, contrary to Section R15 in the Borough Design Guide, which requires reasonable levels of privacy between new and existing properties and figure 4.25, which indicates that 22m back to back separation is considered to achieve adequate privacy, whereas the proposal results in a window to window separation of only 16.5m, thereby impacting the privacy and amenity of the neighbouring property contrary to Policy CP3.

- 261612      Householder application for the installation of three external air- to-air heat pump units to the side elevations of the dwelling with associated external pipework, retrospective at 1 Conygree Close.

Councillors recommended that objection be raised to this application and that WBC refuses the application as the applicant has failed to submit any details with regards to the impact of noise emissions on neighbouring properties and in addition the AC unit facing No.2 will be discharging over the boundary, which is only 1m from the flank wall of No.1, thereby failing to demonstrate that the amenity of the neighbouring property is not adversely impacted, contrary to Policy CP3.

- 261625      Full application for the proposed change of use from C3 dwellinghouse to a sui generis large House in Multiple Occupation (HMO), infilling of the undercroft, erection of part single and part two storey rear extensions, alterations to the front driveway, and associated internal alterations to create an 8-bedroom HMO at 41 Harcourt Drive.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons 1: Inadequate parking for an 8 bedroom sui generis HMO, when considered against WBC's decision on application 240667, a similar 8 bedroom sui generis HMO, with a similar relationship with the University of Reading, where WBC stated that, "*consistent with similar past proposals, the Council seeks to apply the parking standard for a 1-bed studio apartment which is considered to be the closest indicator of parking demand*". This requires parking at a rate of 0.5 space per bedroom, which would require a minimum of 5 spaces to be provided. It is considered that the proposal is contrary to Policy CC07, in that inadequate parking is provided, to the detriment of the amenity of neighbouring properties, contrary to Policy CP3.

2: It is considered that the increase in activity from 7 double bedrooms and one single bedroom could result in up to 15 adults living in the premises, well beyond the expectation for normal family occupation, with the resultant detriment to the amenity of neighbouring properties, and the wider area, contrary to Policy CP3.

3: The provision of cycle storage at the rear of the rear garden is inadequate, being difficult to access through the building, thereby being inconvenient to use, and unlikely to encourage the use of cycles as an alternative sustainable form of transport, contrary to the spirit of Policy CC07 and appendix 2 of the Adopted Managing Development Delivery Local Plan.

261636            Householder application for the proposed erection of two-storey side extension, raising of roof, 1no. rear roof dormer with 3no. Juliet balconies, loft conversion, 4no. rooflights and changes to fenestration at 24 Falstaff Avenue.

Councillors recommended that objection be raised to this application and that WBC refuses the application for the following reasons 1: The proposed gable elevations to the crown roof, which will be prominent in the street scene, fail to maintain the character of the environment, contrary to Policy CP1 are of an inappropriate scale, mass, built form and character to the detriment of the character of the area, fail to contribute to a sense of space and do not integrate with their surroundings, contrary to Policy CP3.

2: The proposed gables would be overbearing and dominating on the adjoining properties, in particular No.26, to the detriment of the amenity of the neighbouring occupants, contrary to Policy CP3.

#### 62.2.4 Tree Works Applications

There were no Tree Works applications.

#### 62.3 Permitted Development Rights

There were no Permitted Development applications.

#### 62.4 Planning Applications Withdrawn

There were no withdrawn application.

#### 62.5 Adjoining Parish Consultations/Local Authority Consultations

There were no Adjoining Parish Consultations/Local Authority Consultations.

### 63. PLANNING APPEALS

Councillors noted that no Planning Appeal notifications had been received.

Councillors agreed to Item 12 – Proposed Hatch Farm Development being brought forward on the agenda.

### 64. PROPOSED HATCH FARM DEVELOPMENT – FUTURE OPERATIONS OF MILL LANE

Members received a verbal update from Council Neal on his attendance at a drop-in session held for residents and businesses of Mill Lane on 30<sup>th</sup> July 2026. The Hatch Farm Development consultants provided information at the session on future proposals in relation to Mill Lane including entrances, roundabouts, road layout and spurs.

*Bill Luck left the meeting.*

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

Councillors noted that WBC's reporting portal for Planning Enforcement information is no longer operating and that the information will again be emailed to ETC. Councillors also noted that since the publication of the agenda, information for Closed Cases – June and Live Cases – July had been received.

**66. TREE PRESERVATION ORDERS**

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

**67. STREET NAMING & NUMBERING**

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

**68. LICENSING**

Councillors noted that no Licensing application had been received.

**69. BOUNDARY SIGNS**

Councillors noted that no further information had been received from Wokingham Borough Council and that the Deputy Town Clerk has chased.

**70. WOKINGHAM BOROUGH COUNCIL'S COMMUNITY INFRASTRUCTURE LEVY (CIL) DRAFT CHARGING SCHEDULE**

Members noted that WBC is consulting on a Community Infrastructure Levy (CIL) Draft Charging Schedule. It was agreed that Councillor Neal will draft a response and circulate to committee members.

**71. HIGHWAYS & TRANSPORT**

Councillor Cook reported that the resurfacing work in Beech Lane had been completed and that the speed humps had been re-installed.

Councillor Cook also reported a 'dip' along Rushey Way near Loddon Valley Leisure Centre and asked Councillors if this should be reported to Wokingham Borough Council. Councillor Iyengunmwena advised that Wokingham Borough Council is already aware of it.

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

No questions were raised.

**73. PUBLICATIONS**

Members noted no publications had been received.

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

No press releases were requested.

**75. TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 8.16pm.

.....  
Chair, Planning & Transport Committee