

# BURGHFIELD PARISH COUNCIL

## Minutes of the Infrastructure Committee Meeting

**Date:** Thursday 25<sup>th</sup> January 2018 **Time:** 7.45pm  
**Place:** Burghfield village hall committee room  
**Present:** Mr C Greaves (Chair) Mr R Hannington  
Mr P Lawrence Dr R Longton  
Miss M Cresser Mr D Godding  
Mr D Kellaway  
**Attending:** Clerk to the Parish Council Assistant Clerk, Mrs C Stroud  
**Apologies:** Mr T Ansell Mr D Godwin

**1. To receive written requests for Disclosable Pecuniary Interest dispensations from members and verbal notification of any personal interests members present may have on any items on the agenda**

There were no items upon the agenda that necessitated a member to present a written request for dispensations of a Disclosable Pecuniary Interest.

**2. Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Infrastructure Committee having been held on 23 November 2017 having been circulated, were confirmed a correct record and signed by the presiding Chairman.

**3. Matters Arising on the Minutes**

- i) All items are being dealt with at the relevant point in the agenda.

**4. Neighbourhood Plan**

- i) To receive an update from the NDP Steering Committee and give consideration to any specific actions points raised by the Steering committee for progress

Dr R Longton updated members of recent developments. Members present discussed the progress to date and the intended time frame for the development of the plan. Bell Cornwell have confirmed John Cornwell is no longer a partner of the company, confirming the advice obtained regarding there not being a potential conflict of interest. Funding opportunities are being explored, particularly in relation to assistance in the preparation of a Housing Needs Survey. Next meeting scheduled for 13th February 2018

**5. Housing**

- i) To submit observations on Planning Applications currently before the Committee

<b><u>App. No:</u></b>	<b><u>Location and Proposal</u></b>
<b>1. 17/03517/FUL</b>	Land North of Green Lane, Burghfield Bridge Retrospective: Erection of gates, pillars and fence  <b>Parish Council</b> <b>No objection</b>
<b>2. 17/03480/FULC</b>	Reading Quarry, Berrys Lane, Burghfield Section 73A: Variation of condition2: Approved plans, of approved reference 15/02082/FULC - Erection of recycled offices for J Mould (Reading)  <b>Parish Council</b> <b>No objection</b>
	ii) <u>To receive and note any Planning Application Decisions received and deal with any other planning related matters</u>

<u>PC Decision</u>	<u>Application no.</u>	<u>Description</u>	<u>WBC Decision</u>
No Objection	17/02735/HOUSE	Lynton, Theale Road, Burghfield. Extension to form linked garage	GRANTED
No Objection	17/02511/HOUSE	2 Granby End, Burghfield Common. Side kitchen extension and one extra parking bay.	GRANTED
No Objection	17/02792/HOUSE	17 Clayhill Road, Burghfield Common. Extension and conversion of existing garage into habitable accommodation. Rear and flank single storey extension	GRANTED
No Objection	17/02915/HOUSE	The Old Stores, Post Office Lane, Burghfield. Proposed conservatory to the front of the property.	GRANTED
No Objection	17/02948/FUL	New House, Burghfield. New garage and art studio	GRANTED
No Objection	17/02783/FUL	Motorway Service Area, Reading Services Westbound, Erection of new drive through coffee shop with associated works	GRANTED
No Objection	17/03008/HOUSE	1 James Lane, Burghfield. Removal of the previous summerhouse 2m x 2m and erection of a new summerhouse 3.04m x 2.44m	GRANTED
No Objection	17/02959/FUL	4 Moatlands Cottages, Mill Road. Change of use form vacant land to residential land and erection of a garage	REFUSED
No Objection	17/02968/HOUSE	3 Dauntless Road, Burghfield. First floor extension above existing garage	GRANTED
No Objection	17/03025/HOUSE	24 Auclum Close, Burghfield Common. Part single storey, part two storey side and rear extension	GRANTED
No Objection	17/02997/HOUSE	4 Auclum Close, Burghfield Common. Single and two storey extension with internal alterations	GRANTED
No Objection	16/01235/FUL	Burghfield Sailing Club. Construction of culverts under highway to enable flood alleviation and mitigation works associated with and enabled by the development of Burghfield Park (Culvert 1)	APPLICATION WITHDRAWN (prev Granted)
No Objection	17/00851/FUL	Avago Lake, Berrys Lane. Construction of an acoustic barrier with access and ancillary works	GRANTED
No Objection	17/02677/HOUSE	7 Goodwood Close, Burghfield Common. Proposed two storey extension to the side with new kitchen/dining layout with the additional of a home office. Extended bedroom and additional dressing with en-suite and a two storey extension to the front of the property to increase the small bedroom	GRANTED
No Objection	17/00851/FUL	Avago Lake, Berrys Lane. Construction of an acoustic barrier with access and ancillary works	GRANTED
No Objection	17/02658/FUL	Green Farm, Theale Road, Burghfield. Proposed change of use from agriculture to B8 storage and distribution	GRANTED
No Objection	17/03171/HOUSE	18 Pinchcut, Burghfield Common. Two storey side and rear extension	REFUSED
No Objection	17/02241/MINMAJ	Former Theale Quarry, Deans Copse Road. The development of three industrial buildings for the processing of non-hazardous materials, together within a small office, parking, storage areas and internal roads.	GRANTED

- iii) Further details were presented to members in relation to the proposed costs being saved by WBC following the cessation of providing paper copies of planning applications.

- iv) Due to unforeseen circumstances, it has been necessary to postpone the planning meeting scheduled for 8<sup>th</sup> February 2018. Members present **resolved** unanimously to delegate powers to Mr C Greaves and Mr P Lawrence to review any applications received during the period until the committee is next scheduled to meet. Should a large application be received that requires further consideration an extraordinary committee meeting is to be called. Proposed by Miss M Cresser, seconded by Mr R Hannington and **resolved** unanimously.

## 6. Transport

- i) To consider any Highway or Road Safety improvements for implementation within the parish

Following concerns having been raised by members in relation to the condition of the road and footway between Hermits Hill and The Hatch, WBC advised the following, upon a site visit:

- The section of carriageway between The Hatch and the Guide Dogs has been identified as in need of repair, forming part of the Highways Improvement Plan 2018/2019
- No actionable defects were identified regarding the footway, however, the vegetation is to be cleared between Reading Road and Church. The works will be assessed on a risk-based approach by WBC with any identified works undertaken in due course. Members present requested that a letter be sent to the Guide Dogs asking the overhanging vegetation from their boundary be cut back.
- The carriageway lining is to be reviewed WBC Traffic Management Team.

The flooding on the corner of School Lane and Clayhill Road has been reported to WBC who subsequently advised that following a site visit that due to their not being any standing water at the time, they believe it to drain away, all be it slowly. However, the site is to be monitored. Any photographic evidence of the flooding is to be obtained and forward to WBC for their review.

WBC have been alerted to the request raised at the previous meeting for the vegetation from The Mearings to St. Mary's Church to be cleared from the footway. WBC have forwarded a response advising it will be included within the WBC footway siding programme.

Further to the request for various carriageway markings to be improved, WBC confirmed their lining programme is undertaken during the summer months. The various sites requested have been added to the programme.

- ii) **To receive an update in relation to the Emergency services accessing poorly lit areas within the parish**

Following concerns being raised in relation to Bunces Lane and the difficulty the emergency services experience in identifying the individual houses, investigations were made with the Community First Responders.

Confirmation that it is the responsibility of the individual home owner to ensure their property is well lit and identifiable. Each call to the emergency services is logged registered on their sophisticated sat nav system enabling the service to be guided to the property. A note is to be included within the next newsletter as a reminder to parishioners to ensure their property is well lit in the case of an emergency.

- iii) **To note the guidance issued by WBC in relation to intervention and response times for potholes**

Members received and noted the guidance issued by WBC in relation to intervention and response times for potholes.

## 7. Green issues

- i) To give consideration to any green issues within the parish requiring action

A large pothole has appeared on the footpath on Clayhill Road, prior to Pond House Farm. WBC are to be alerted accordingly.

A letter is to be forwarded to WBC requesting that debris left by contractors following the repair of pot holes is removed due to Health & Safety concerns, particularly for cyclists and motorcyclists.

A local parishioner raised concerns regarding the lack of action from WBC following the identification of overhanging trees on a number of properties from the highway in Auclum Lane. A request is to be forwarded to WBC from the parish council for this issue to be addressed.

- ii) To receive a WBC updated Highways Act 1980 Section 31 (6) plan identifying relevant areas within Burghfield Parish

Members received the updated Highways Act 1980 Section 31 (6) plan identifying relevant areas within Burghfield Parish. A copy is to be forwarded to members for information.

- iii) To receive the Notification of Conformation of an Order. Highways Act 1980 from WBC for public footpaths Burghfield 2 (part) and Burghfield 22

Members received the Notification of Conformation of an Order, Highways Act 1980 from WBC for public footpaths Burghfield 2 (part) and Burghfield 22

- iv) To determine any specific infrastructure considerations in relation to the potential development of the Community Hub

Meetings have been held with architects to discuss the various possibilities going forward. The Community Hub Committee undertook a detailed review of the initial proposals received to determine the specific architectural company suited to the project. Initial designs and drawings are to be presented to the parish council in due course.

**8. To receive an update in relation to Section 106 projects within the parish and determine future projects**

WBC advised that due to time constraints, the initial schedule of works for all outstanding S106 works has been delayed. It is anticipated the scheduled of works will commence during the spring period.

**9. To receive items for information only**

**Conclusion:** The Chairman declared the meeting closed at 20.39pm