

BURGHFIELD PARISH COUNCIL

Minutes of the Infrastructure Committee Meeting

Date:	Thursday 28th November 2019	Time: 7.00pm
Place:	Committee room, Burghfield Village Hall	
Present:	Mr C Greaves	Mr I Morrin
	Mr G Harris	Mr D Kellaway
	Miss M Cresser	Dr R Longton
	Mr D Godwin	Mr P Lawrence
Apologies:	Mr T Ansell	Mrs J Ansell
In attendance:	4 members of the public	

The Chairman opened the meeting by reiterating that questions from parishioners were at his discretion and that a total of 15 minutes would be allocated accordingly. The chairman, to ensure fairness for all residents in attendance, stated that a maximum time of 3 minutes was allocated to each individual. The session would close after 15 minutes to ensure all remaining business upon the agenda could be transacted. Residents were reminded that upon closure of the question time, they were in attendance in an observational capacity only and to not cause a disturbance.

A member of the public raised their concerns regarding the speeding along Reading Road, particularly outside the Hollies. The chairman advised that the results of the SID deployment were being discussed later in the agenda.

The chairman closed the floor to questions and started the proceedings of the Infrastructure Committee meeting.

1.11 Apologies for Absence

To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

Resolved unanimously to accept the apologies as presented for Mr T Ansell & Mrs J Ansell.

2.11 Declaration of any personal or financial interests

In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).

There were no items upon the agenda that necessitated a member to declare a personal or financial interest.

3.11 Applications for Dispensations

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

There were no items upon the agenda that necessitated a member to present a written request for dispensation of a disclosable pecuniary interest.

4.11 Minutes of the last Meeting

The Minutes of the meeting of the Infrastructure Committee held on 7 November were

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confirmed a correct record and signed accordingly.

5.11 Clerks update

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

6.11 To receive an update in relation to the production of a Neighbourhood Plan

Members were advised the NDP questionnaire had been circulated with over 600 replies received. An updated report and project plan are to be forwarded to members prior to the meeting for their information and consideration. A presentation is requested from members of the NDP at the next scheduled parish council meeting to provide an update to all.

5.11 Consideration of Planning Applications

i) To submit observations on planning applications currently before the committee:

18/03014/OUTMAJ	Land at Junction with Clayhill Road and Sulhamstead Road, Burghfield	Erection of 40 dwellings (24 market and 16 affordable) together with access (both vehicular and pedestrian) to Clayhill Road, provision of open space and landscaping. Matters for consideration Access.
Parish Council	No further comments are to be submitted	
19/02811/HOUSE	3 Pingewood Close, Burghfield, Reading RG30 3XT	Two storey side extension
Parish Council	No objection (resolved by a majority vote)	
19/02776/HOUSE	7 Stones Walk, Burghfield Common, Reading RG7 3JA	Two storey side extension
Parish Council	No objection (resolved by a majority vote)	
19/02792/FUL	Adjacent Parish: 25 Abbots Road, Burghfield Common	Extension to existing front, side and rear boundary to the property to include open space involving a change of use to garden amenity space and erection of new fence with landscaping to form new boundary
Parish Council	No objection (resolved by a majority vote)	

ii) To receive and note any planning decisions received

19/02590/NONMAT REFUSED	Devonia, Theale Road, Burghfield, Reading	Nonmaterial amendment to approved planning permission 16/00937/HOUSE - Single storey living room extension with study and garage and re-boarded existing elevations. Amendments: (1) - Clarification of window locations to suit new interior layout, (2) - clarification of roof detail due to errors on approved drawings, (3) - reduction to garage space, and change to front elevation to improve aesthetics, (4) - window & door colour finish change, from brown to grey (5) - finish change to external walls, all timber cladding to existing parts to be removed, timber sub frames to be insulated and
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19/02399/HOUSE GRANTED	The Beeches, Theale Road, Burghfield, Reading	clad with ply for render finish, (6) - extension to be built in block work, with external render to finish Proposed single storey rear/side extension to replace existing conservatory (to be demolished). Proposed rear first floor balcony overlooking garden with side screen. New glazed doors and window arrangement to rear bedroom. Proposed pergola garden structure over rear seating area. Proposed part Ground Floor conversion of existing garage structure and enhanced First Floor for Study/Office area with new roof Velux.
19/02354/CERTP GRANTED	Manor Fields The Hatch Burghfield Reading	Conversion of first floor garage loft space into habitable accommodation
19/02078/FULD GRANTED	Tara, Reading Road, Burghfield Common	Retrospective Subdivision into two dwellings
19/02307/HOUSE GRANTED	Postgate, Springwood Lane, Burghfield Common, Reading	Kitchen extension
19/02207/FULD GRANTED	Sunnyside Village Stores, Reading Road, Burghfield Common	Erection of two bedroom flat over shop

iii) **To deal with any other planning related matters**

a) **To give consideration to the review of the Village Design Statement.**

Clarification as to the process, and potential benefit of updating the Village Design Statement was obtained from West Berkshire Council. Members are to review the document to determine whether the criteria contained within still reflected the views and values of the parish council for the future. Comments are to be forwarded to the clerk prior to the next Infrastructure Committee meeting in January 2020. Consideration is to be given as to the progress of the NDP when preparing comments.

b) **Nominations for inclusion on the Local Listing of Heritage Assets in West Berkshire - October 2019**

Members were advised the following local heritage asset had been submitted to the Local Planning Authority for consideration - *Manor House/Little Manor, Burghfield RG30 3TG*

- c) Members were advised of the cost's decisions for the appeal at Burghfield Sailing Club.
- d) Members **resolved** unanimously to delegate powers to Mr C Greaves and Mr P Lawrence to review any planning applications received during the Christmas period. Proposed by Miss M Cresser, seconded by Mr G Harris and **resolved** unanimously.

6.11 To receive an update in relation to Section 106 projects within the parish

Members present reviewed the drawing presented for improvements to Chapel Path, proposing the installation of a tarmac surface.

Resolved unanimously to support the scheme as presented.

Resolved unanimously to present a request for lighting to be installed at either end of the pathway.

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WBC are to be alerted to the continued flooding on the footpath on School Lane, between Birch Road and Clayhill Road, reiterating the need for the area to be addressed.

7.11 Transport

i) To consider any Highway or Road Safety improvements within the Parish

Members present gave consideration to the request submitted for an additional grit bin in Abbey Park.

Resolved unanimously to install an additional grit bin in Abbey Park with immediate effect. Liaison is to be held with the local residents as to the preferred location.

A request from Sovereign Housing was presented for the removal of the grit bin at Hunters Hill due to it consistently being used as a litter bin.

Resolved **unanimously** by members present to remove the grit bin at Hunters Hill. The bin is to be utilised at Abbey Park upon its repair.

ii) To receive an update following the recent deployment of the SID within the parish

Members reviewed the data obtained following the recent deployment of the SID within the parish. The data highlighted Sulhamstead Road, Reading Road by Post Office Lane, The Hollies and Davis Tate, and also Theale Road outside St. Mary's School as being the worst offending areas for speed.

Members present gave consideration to the future dates for the deployment of the SID, determining the end of January/ early February. Specific locations are to be determined at the next meeting.

iii) To receive correspondence from a resident expressing concerns regarding speeding on the Reading Road

Correspondence received from a local resident was presented to members expressing their concerns in relation to the speed of traffic on Reading Road. A request for a reduction in the speed was presented to West Berks Council by the resident who had advised that further speed education was required via the parish newsletter, website and Facebook page.

Members noted the concerns from the residents, and whilst having sympathy for the issues raised, the powers available to the parish council regarding speed reduction are very limited.

8.11 Environmental Impact within the parish

i) To give consideration to the ways in which the parish's environmental impact can be reduced

Members acknowledged the initiative presented by the Community Committee for the planting of wildflowers on roadside verges. Liaison is to be held with West Berks Council to identify further areas for wildflowers.

Members requested the following question is presented to West Berks Council: "What is the current standing of WBC regarding sustainability of new builds for residential developments". The response is to be fed back at the next meeting.

ii) To determine any specific actions the committee can implement to reduce the environmental impact within the parish

Miss M Cresser advised that the WI had been implementing change upon the committee to address climate change in any way possible.

9.11 Parish Maintenance Issues

i) To receive a report highlighting maintenance carried out during the previous month

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The parish handyman has ensured all fallen leaves are cleared from all recreation grounds to protect the grass for the coming season. Thanks were expressed to both Trevor and Matthew

ii) Footpaths & Bridleways within the parish

A request is to be presented to WBC for the vegetation to be cut back on the footpath on Reading Road from the Hollies to the crossing point, and to Guide dogs.

A request is to be presented to WBC for the vegetation to be cut back on the Bridleway from School Lane to Woodmans Lane.

Concerns were raised in relation to Japanese knot weed debris on School Road, on the boundary of St. Mary's School. WBC Countryside have been alerted to the issue.

iii) To note any items within the parish requiring action

No further items were identified.

10.11 **Safer Communities**

i) Policing & Anti-social behaviour issues

Regular meetings continue with the local police to establish closer links. The "who do you call" campaign, advising residents when to use 999 and the 101 numbers, was promoted in the recent parish newsletter.

Members were alerted to an increase in vehicles being broken in to in both Mortimer and Burghfield.

11.11 **Matters for Future Discussion – SID Deployment locations**

12.11 **To receive items for information only – no further items**

Conclusion - The Chairman declared the meeting closed at 20.20pm