



SPEEN PARISH COUNCIL
MINUTES OF THE PLANNING & HIGHWAYS COMMITTEE MEETING
HELD AT SPEEN PAVILION SPEEN RECREATION GROUND ON WEDNESDAY 15TH JUNE 2022 STARTING AT 7PM

Present	Parish Councillors	Cllr Dudman, Cllr Booth, Cllr Newell-Hart, Cllr Butter, Cllr Wilson
	In Attendance	None Expected
	Members of the Public	None Present
	Clerk & RFO	Jean Lindsay

Resolution	Item	Action
Resolved	<p>1. Election of Chair – to elect the Chair of the Committee</p> <p>Cllr Booth stated he would be happy to remain as Chair if there were no further nominations.</p> <p>Cllr Dudman advised he would be happy to stand for Chair.</p> <p>Cllr Booth proposed Cllr Dudman be elected Chair of the Committee.</p> <p>Proposer: Cllr Booth Secunder: Cllr Wilson All in Favour</p> <p>Cllr Dudman was duly elected Chair of the Committee.</p>	
Resolved	<p>2. Election of Vice Chair to elect the Vice Chair of the Committee</p> <p>Cllr Booth advised he would be happy to stand for Vice Chair.</p> <p>There being no further nominations Cllr Dudman proposed Cllr Booth be elected Vice Chair of the Committee</p> <p>Proposer: Cllr Dudman Secunder: Cllr Butter All in Favour</p> <p>Cllr Booth was duly elected Vice Chair of the Committee</p>	
Resolved	<p>3. Apologies: Cllr Gourley</p> <p>4. Declaration of Interests: None declared</p> <p>5. Open Session: No Members of the Public present</p> <p>6. Planning & Highways Committee Terms of Reference – to agree the draft ToR and recommend to Full Council for approval (subject to any amendments agreed by the Committee)</p> <p>Cllr Butter requested an amendment to the first point on the Appendix 1 Planning Criteria to read:</p> <p><i>‘Compliance with current planning policies and guidelines at a national, regional and local level’</i></p> <p>Proposer: Cllr Dudman Secunder: Cllr Booth All in Favour</p> <p>Following discussions re Item 8 it was further agreed to add the following clauses regarding site meetings:</p>	

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Resolved	<p><i>'Site meetings should ideally be attended by two members of the Committee'</i></p> <p><i>'Contemporaneous notes following site meetings should be circulated to all Committee members and copied to the Clerk for inclusion at the next Committee meeting'</i></p> <p>Clerk to make all amendments and present to Full Council at the next meeting for approval.</p> <p>7. To consider the following Planning Application(s)</p> <p>7.1 22/01057/HOUSE – Greenhouses Benham Park Marsh Benham RG20 8LX Extension to existing master bedroom and dressing room. Adjoining bedroom enlarged with ensuite bathroom added</p> <p>The Committee agreed comments submitted to WBC should state whilst there were no objections to this application it was felt that the property had probably reached its maximum size in the scale of the property's surroundings and should not detract from the glasshouses and if any further enlargement were to be proposed in the future the Committee would be unlikely to support such an application.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p> <p>Clerk to submit comments to WBC.</p>	Clerk
	<p>8. Planning Decisions</p> <p>8.1 22/00836/HOUSE – Mill House Woodspen RG20 8BT - Withdrawn Removal of single storey projection and erection of two storey extension, alterations to existing door and window openings including introduction of bay window; insertion of flue; erection of outdoor kitchen</p> <p>Cllr Booth advised he met with the applicant at their request prior to the application being withdrawn and had discussed the matter with Cllr Butter prior to the meeting.</p> <p>Cllr Booth advised he had reflected on the Committee's comments of objection previously submitted to WBC but had not discussed these in any detail nor given any architectural advice but had discussed companies who would carry out window repairs.</p> <p>Cllr Newell-Hart felt it was important to avoid recommending or naming companies to any applicants. All members of the Committee agreed.</p> <p>It was noted the application had been withdrawn and assumed the applicant would re-apply.</p> <p>The Committee agreed that any future site meetings should ideally be attended by two members of the Committee and a report of the discussions produced and circulated following any such meetings.</p> <p>The Clerk suggested making further amendments to the Committee's ToR to provide further clarity regarding site meetings.</p> <p>All members of the Committee agreed (<i>see Item 6 for detail</i>)</p> <p>9. Highways Matters</p> <p>9.1 Grove Road SID Deployment – update from Cllr Booth</p> <p>Cllr Booth advised he had submitted a request via email for the SID from WBC but had received no response to date.</p> <p>Cllr Dudman advised he would like to attend with Cllr Booth when the SID is deployed.</p> <p>Clerk to book SID through WBC SID portal.</p>	Clerk



	<p>9.2 Community Speed Watch</p> <p>Cllr Dudman confirmed he had collected the equipment from the police and had emailed interested parishioners but had only one reply to date and a second one was required in order to the utilise equipment.</p> <p>Cllr Dudman advised the equipment recorded speeds of over 35mph which were submitted to TVP who would write letters of caution to offending drivers and if more than three reports for the same driver were received the police would take further action.</p> <p>Cllr Dudman added sites had to be agreed with the police, CSW signs had to be erected and operators must wear high viz jackets.</p> <p>9.3 Street Lighting – update from Clerk</p> <p>The Clerk advised there had been a long term issue with a faulty street light in Speen Lane and the fault appeared to be with the supply to the column which required a new cable to the next column to be laid. SSEN have stated this would require a road closure but to date there has been no further action. The Clerk confirmed she would escalate the matter with SPC’s maintenance contractor Enerveo.</p> <p>Cllr Booth confirmed the service cable was part of the mains network and there should be no charge to SPC for this work and offered to assist the Clerk if required.</p> <p>10. Committee Meeting Dates – to agree proposed meeting dates</p> <p>Cllr Dudman supported quarterly in person meetings and suggested that individual planning applications should be discussed via zoom or email in order to meet consultation deadlines.</p> <p>Cllr Dudman added further in person meetings would be scheduled for any applications for major developments within the parish.</p> <p>All members of the Committee agreed.</p> <p>11. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent</p> <p>Cllr Newell-Hart asked if the Stockcross Footpath project would lie within the Planning & Highways Committee remit.</p> <p>All members of the Committee agreed.</p> <p>Cllr Newell-Hart thanked Cllr Booth for his years of service to the Committee which was seconded by all members.</p> <p>12. Date of Next Meeting – 24th August 2022</p> <p>It was agreed to bring forward the date of the next meeting as the proposed September date could not be attended by all members.</p> <p>13. Exclusion of the Press and Public</p> <p>No vote required as no PART II items</p> <p>The meeting closed at 8.40pm</p>	<p>Clerk</p>
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<p>Signed:</p>	<p>Name (print):</p> <p>Position:</p>	<p>Date:</p>
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