

**THATCHAM TOWN COUNCIL**  
**Minutes of a Meeting of the**  
**Planning and Highways Committee**  
**held on Tuesday 5<sup>th</sup> September 2023 at 7pm**  
**in the Council Chamber, Brownsfield Road, Thatcham**

Present: Councillor Simon Pike (Chairman)  
 Councillors Jay Lunn, Tom McCann, Justin Pemberton and Val Watts

In attendance: Mel Taylor (Town Clerk)  
 1 member of the press (Newbury Weekly News)

**PH/2023/132 APOLOGIES FOR ABSENCE**  
 There were no apologies for absence received.

**PH/2023/133 DECLARATIONS OF INTEREST**  
 There were no declarations of interest.

**PH/2023/134 MINUTES**  
**RESOLVED** that the Minutes of the meeting held on the 25<sup>th</sup> July 2023, having been previously circulated, be taken as read, confirmed and signed as an accurate record.  
 It was noted that the meeting scheduled for 15<sup>th</sup> August 2023 was cancelled as there was no business to be conducted.

**PH/2023/135 MATTERS ARISING FROM THE PREVIOUS MEETING**  
 There were no matters arising from the previous meeting.

**PH/2023/136 WEST BERKSHIRE COUNCIL SCHOOL STREETS SCHEME – FRANCIS BAILY SCHOOL**  
 Following consideration at the last meeting (PH/2023/118), Members noted further information produced by West Berkshire Council and distributed to residents of Skillman Drive, Jedburgh Close and Edwin Close regarding the ‘School Streets Scheme’ at Francis Baily School scheduled to commence 5th September 2023.

**PH/2023/137 PLANNING APPLICATIONS**  
 There were no planning applications for consideration.

**PH/2023/138 DECISION NOTICES**  
 Members noted planning decisions published since the last meeting of this Committee.

**PH/2023/139 PLANNING MATTERS**  
**a. Notice of Planning Appeal**  
**Address:** 24 Gordon Road  
**Application reference:** 23/00320/HOUSE  
**Appeal reference:** APP/W0340/D/23/3322529  
**Proposal:** construction of dormer to side of garage roof  
**Appeal start date:** 7<sup>th</sup> August 2023

It was noted that an appeal had been made to the Secretary of State against the decision of West Berkshire Council to refuse planning permission on the above application.  
 Under the Town Council’s policy, this application was not considered by Committee.

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**PH/2023/139 PLANNING MATTERS continued**

**b. Appeal Decision**

**Address:** Limberlost Farm, Crookham Common Road

**Application reference:** 22/00726/PACOU

**Appeal reference:** APP/W0340/W/22/3309916

**Proposal:** conversion of Nissen hut from agricultural to residential use

It was noted that an appeal against a refusal to grant approval has been allowed, for the following reason stated by the Inspector:

“There is no dispute that the Council did not notify the appellant of their decision on the prior approval application within the 56-day period. Furthermore, the parties made no agreement in writing that the 56-day period could be extended. It therefore follows, that prior approval is deemed to be granted, and that must be my decision on this appeal.”

**c. Validation Checklists and Local Lists of Requirements for submitting planning (and related) applications**

West Berkshire Council, as part of its commitment to service improvement, had reviewed and overhauled its planning Validation Checklists and the lists of National and Local submission Requirements. By clarifying the ask at validation stage, West Berkshire Council was seeking to make the planning process more efficient by reducing the time spent by all concerned on seeking and providing further information in order that a determination may be reached. West Berkshire Council was consulting on the draft document (circulated to all Members) with relevant targeted groups of Planning Service Users and Stakeholders, including the Town Council.

**RESOLVED**

to note this information.

**PH/2023/140 TRAFFIC MANAGEMENT / HIGHWAYS / ROAD SAFETY MATTERS**

**a. Outstanding Highways Matters**

Members noted that there had been no update to the ‘Outstanding Highways Matters with West Berkshire Council’ report and Officers would pursue updates for the next meeting.

**b. Lower Way - Drainage Works - Road Closure**

It was noted that West Berkshire Council’s contractor Volker Highways Ltd / Sub contractor T L Contracting would be undertaking essential drainage works in Lower Way commencing Monday 11<sup>th</sup> September 2023. The works were expected to take a minimum of three days and would be undertaken with a road closure, parking suspension and advanced sign boards.

Vehicle access for residents within the road closure would be from the A4 or from the junction of Pound Lane depending on location of property. As the works required excavating a trench across the width of the carriageway, no vehicles would be able to pass the point of the works outside 251 Lower Way.

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**PH/2023/140      TRAFFIC MANAGEMENT / HIGHWAYS / ROAD SAFETY MATTERS**  
**continued**

**c. E-Scooters**

Members received the following complaint made to Councillor Pike by a local resident:

“There is a proliferation of illegal use of e-scooters – especially by young people who are under the legal age for a driving licence, and ridden on footways without consideration to pedestrians. This has been reported to the Police, but no apparent action has been taken.”

A similar complaint was received at Council Surgery on 31<sup>st</sup> July 2023, to which the Neighbourhood Police Team (who were present at Surgery) responded that they do stop people who were riding antisocially and give them a letter, if they were caught again, they would confiscate the e-scooter.

It was agreed that Councillor Pike would respond to the complainant accordingly.

**PH/2023/141      REPORTS FROM TOWN COUNCIL APPOINTEES TO OUTSIDE**  
**BODIES**

**Thattham Surface Water Management Plan Funding Committee & Thattham Flood Forum**

It was noted that the planning application for flood alleviation works in the Memorial playing field had not yet been submitted.

There being no further business the Chairman declared the meeting closed at 7.17pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_