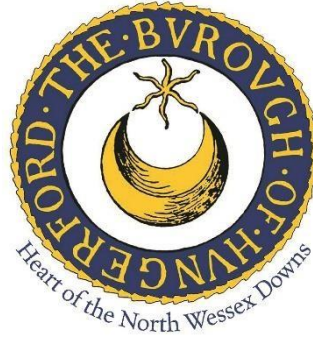


HUNGERFORD TOWN COUNCIL

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MINUTES of the **Environment and Planning Committee** meeting held on Monday 10th March 2025 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Fyfe, Hudson, Keates, Simpson, Winsor, Cole, Coulthurst and Montgomery. Cllr Armstrong (via Teams Meeting from 8pm)

Also in attendance: Deputy Town Clerk (DTC) District Cllr Gaines

EP2025012 Apologies for absence: Cllr Carlson and District Cllrs Benneyworth & Vickers

EP2025013 Declarations of interest: None

EP2025014 Approval of Minutes of the Meeting held on Monday 10th February 2025 and update on actions.

Proposed: Cllr Winsor

Seconded: Cllr Cole

Resolution: Minutes approved as a true record of the meeting held on 10th February 2025

Cllr Fyfe opened the meeting at 7pm and welcomed Councillors to the session.

EP2025015 Planning applications:

- a) **Ref:** 25/00074/LBC
Applicant: Neates Cottage, Neates Yard, 108 High Street, Hungerford RG17 0NB
Proposal: Replace softwood windows.
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk/Planning Documents)
Extension to deadline: Granted – 12th March 2025
Proposed: Cllr Winsor
Seconded: Cllr Simpson
Resolution: HTC has no objection (AIF)
- b) **Ref:** 25/00310/HOUSE
Applicant: 17 Canal Walk, Hungerford, RG17 0EQ
Proposal: Install conservatory to the rear of the property
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk/Planning Documents)
Extension to deadline: 12th March

No flood issues noted. Highways had no objections

Proposed: Cllr Montgomery
Seconded: Cllr Keates
Resolution: HTC has no objection (AIF)

c)

Ref: 25/00275/MDOPO

Applicant: Station Yard, Station Road, Hungerford, RG17 0DY

Proposal: Modification of planning obligation of planning permission 17/03506/FULD - Erection of 7 dwellings with associated new bin/cycle store, access road, landscaping and parking. Section 106 Modification

Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

Extension to deadline: 12th March

Cllr Fyfe provided a summary presentation on the history of Station Road's previous planning applications (all available on WBC Planning Portal). Cllrs expressed concern that the surface water discharge was not acceptable, drainage had also been highlighted as a concern as the drains were considered to be under capacity and Cllr Gaines confirmed that the applicant has been in contact with her. The current application is to modify previous obligations and the applicant has submitted a S106 viability assessment in which they conclude:

1. The Affordable Housing Contribution should reduce to zero
2. They will build 7 not 8 dwellings as per the original plans
3. The additional outstanding sum owed to the Council should also be reduced to zero.

The applicant claims the proposal is no longer viable to support and justify the original Affordable Housing Contribution.

Proposed: Cllr Simpson

Seconded: Cllr Cole

Resolution: HTC strongly objects to the application to modify the planning obligation - 17/03506/FULD - Erection of 7 dwellings with associated new bin/cycle store, access road, landscaping and parking and has provided detailed comments below for WBC's Planning Department's careful consideration.

The applicant's Viability Assessment 22 Feb 25, 'attached to the application' was not available to HTC – please explain why it was not on the WBC Website.

In 2016, the owners appealed the WBC refusal of 16/00787/FULD and the Planning Inspector granted the application for 8 x Dwellings. A Section 106 agreement was signed on 3 May 2017 by all parties to the sum of £417,645.

The owners did not build on that application but decided, later in 2017, to submit a new application 17/03506/FULD for 7 x Dwellings. A Section 106 agreement was signed by all parties on 18 Oct 2018 for the sum of £214,005. Under the heading 1. Definitions, 1.1, the 'Affordable Housing Contribution' was set at £214,005 'being a contribution payable to the council in accordance with Schedule 3 ...'. The number of dwellings was clearly stated in 'Development', at 7 x Dwellings. Examining Schedule 3, it states 1.1. 'To pay the council the Affordable Housing Contribution and the Additional Sum upon Practical Completion of the 'Eighth (8th) Dwelling' on the condition that the said Affordable Housing Contribution shall be used for the provision of Affordable Housing in the Council's district. Only 7 x Dwellings were granted permission under 17/03506/FULD, the sum of £214,005 was agreed and signed by all parties. Therefore, Schedule 3 was probably a mistake, but all parties signed the document, and it can be reasonably expected that the applicants have, until now, been willing to pay otherwise an appeal would have been forthcoming prior to this. HTC believe the sum should remain payable, with Section 3 amended to read after the 7th Dwelling is completed. Based on the information available to HTC, the applicant should be required to pay the agreed sum of £214,005 as well as any Additional Sum (17.1) calculated by WBC.

d)

Ref: 25/00336/FUL

Applicant: Suite E, The Courtyard, High Street, Hungerford RG17 0NF

Proposal: Change of use of first floor office to residential

Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

Cllr Fyfe confirmed that there has been no change to previous external plans submitted, the changes are internal, with the addition of an EV charger being installed.

Previous refusal notice is on file and Kilpatrick & Co, Commercial Property Consultants, on behalf of the applicant, have submitted a brief on the Hungerford Office Market. In conclusion, the market is small with generally low levels of take up. If planning is approved, only 59 m of office space would be lost so it is difficult to see how this will have a negative impact given the current levels of office floorspace available. Local businesses are supportive of the change in use to residential.

Highways provided conditional approval based on an EV charger, vehicle parking and/or turning space have been surfaced, marked out and cycle parking has been provided

The river Lambourn & river Test catchment areas were considered part of the refusal in the application and Cllr Fyfe contacted WBC Planning for clarification on why this is the case as it is not clear how a small office space, being proposed to be converted into a residential dwelling is included in the Habitat Regulations Assessment (HRA).

WBC Planning Officer responded that a review has been carried out and confirmed that the site is not within the nutrient neutrality zone and should the defendant appeal this part of the refusal, WBC would not defend this element.

Proposed: Cllr Montgomery

Seconded: Cllr Hudson

Resolution: HTC has no objection (AIF)

e)

Ref: 24/02810/FULMAJ

Applicant: Land North Of Hungerford Footpath 21 and South Of Cider Barn, Hungerford Park, Hungerford

Proposal: The installation of 4860 ground mounted photovoltaic panels, in an equine field, to provide power to the commercial buildings within the grounds and to export to the Local Grid

Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

Cllr Fyfe gave a detailed presentation on the purpose of the installation as outlined in the Design and Access Statement (on WBC Portal) and the plans from the 'contractors compound designated area for managing deliveries and locating the welfare and office units' was used as the site map to enable Cllrs to gain a clear understating of the proposal; and positioning of units.

In summary, it was noted that in 2013 the Highways had objected to the application on the basis of access and the potential increase in traffic may be harmful to road safety, given the poor nature of the access track and visibility. Cllr Fyfe concluded that to approve this prior notification would have been contrary to policy CS14 in WBC's core strategy 2006-2026. Concerns regarding safety of access routes was also highlighted in HTC's decision re application 24/020280/FUL and remains a cause of concern for the current planning application.

Please see full details of HTC's concerns outlined in the Resolution below.

Proposed: Cllr Simpson

Seconded: Cllr Coulthurst

Resolution: HTC objects to the installation of 4860 ground mounted photovoltaic panels, in an equine field, to provide power to the commercial buildings within the grounds and to export to the Local Grid which is in the North Wessex Downs AONB. At HTC's February Planning Meeting, the committee was required to comment on a proposed Solar Park known as Lime Down in Wiltshire. This enormous park was outside the AONB. HTC does not believe a Solar Farm in Hungerford Park, close to Hungerford's environmentally managed Common to be appropriate. We request Ward Councillors 'Call In' this application should Planning Officers be minded to Grant the application.

Routes onto Hungerford Park. In addition, HTC objects to the logistics plan proposed by Graham Welchman Taylor, the Renewable Energy Consultant. The Main Accessible Route proposed is one that had planning permission rejected in 2013 due to the dangerous junction onto the Inkpen Road. It states – "13/02003/PACOU. The highway authority has objected to the application on the basis that if the southern access to Hungerford Park onto the Inkpen Road were to be used, the resultant increase in traffic generation serving the new use proposed would be harmful to road safety, given the poor nature of the access track into the site and the pull forward visibility to the South at the junction of the farm track with the Inkpen Road. Accordingly, to approve this prior notification would be contrary to policy CS14 in the West Berkshire core strategy 2006 to 2026". The junction has not been improved since then and Hungerford Park have increased usage of this route by the businesses that it permits to use its Barns. Neither route is suitable but the least problems for traffic, pedestrian safety and the least damage would be to travel from the A4, through Hungerford on the A338 up to the roundabout at the entrance to Kennedy Meadows and return into Hungerford to the small Park Street roundabout where a right turn is made. This allows long vehicles to make the turn onto Park Street with minimal hindrance from having to cross onto the opposite side of the road if this turn is attempted while heading south. The route then follows the proposed Secondary Access across Hungerford Common onto Hungerford Park land. See map below. All vehicles conducting business at Hungerford Park henceforth should use this route and the track entrance from the Inkpen Road should only be used by farmers to access their fields. HTC strongly believes the logistics plan should have included:

- Escort vehicles for every 40ft long semi-trailer delivery to ensure no route deviation, to minimise disruption in Hungerford, to avoid vehicles getting stuck at difficult junctions, to warn drivers of a large load on the narrow route(s) and particularly to ensure no damage to the verges by the vehicle having to allow on-coming vehicles to pass whilst crossing the Common.
- A road condition survey to be provided by Hungerford Park (at the appropriate time) of any proposed route so the Highway Authority have a before and after report to allow them to recover expenses to repair, as necessary, damage to verges, paths and the highway. A copy of the surveys to be placed on the WBC Planning Portal.
- Highways required the number and size of vehicles. This has not been provided.
- Highways indicated swept path analysis may be required. This has not been answered.
- There is no mention of Working Hours. The current site working hours, specified in 17/02411/FUL is 10am – 3pm 'in order to limit the use of accommodation to one suitable for its rural location'. This has been ignored and breached by Hungerford Park and the businesses on the site for many years. Hungerford Park are seeking an extension to this through a retrospective application, as yet undecided. In an AONB, this site should not be turned into a mini-industrial estate, which is the direction it is heading and the WBC mandated hours, in this AONB, should be enforced.

Railway Carriage. Clarification is required if Hungerford Park are using the Railway Carriage as the site office? It is referred to as Existing Building on Site Plan 1 of 9. Hungerford Park failed to adhere to any of the Conditions imposed on the 2017 application (17/02411/FUL) and no decision has been made by WBC regarding (24/02027/FUL) where Hungerford Park are seeking a further 5-year extension for the Railway Carriage to remain on site. HTC strongly objected to both applications, it is a blight on the AONB, should be removed and planning permission sought for a more suitable building.

Containers. There are 6 Containers, subject to a retrospective planning application (24/02027/FUL) used by businesses on the site. This area has been designated Storage and Material Laydown Area and Store and Secure Compound. Where will the existing containers be put and will a planning application be forthcoming for this?

Logistics Routes

HTC - Proposed route for all vehicles using the Barns and the Solar Project at Hungerford Park



- f) **Ref:** 25/00352/HOUSE
Applicant: 137 The Marsh, Bath Road, Hungerford, RG17 0SN
Proposal: Erection of detached garage with storage loft
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
Proposed: Cllr Keates
Seconded: Cllr Montgomery
Resolution: HTC supports this application on the condition that the garage cannot be used for residential purposes or sold as a residential dwelling and subject to the addition of an EV Car Charger being installed.

EP2025016 Case Officers Reports

- a) **Ref:** 24/02685/FUL
Applicant: 2- 3 Lancaster House Mews, High Street, Hungerford,
Proposal: Convert two dwellings into one dwelling
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Approved
HTC: HTC had no objection to this planning application subject to the addition of EV Car Chargers being installed
- b) **Ref:** 24/02794/HOUSE
Applicant: Kiln Cottage, Bath Road, Hungerford, RG17 0SL
Proposal: Retrospective conversion of garage to ancillary accommodation.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Granted Retrospective planning
HTC: Hungerford Town Council has no objection to this planning application

Withdrawn planning applications:

Ref: 24/02222/FUL

Applicant: 4 Bridge Street, Hungerford

Proposal: Partial change of use from retail (Ei) to dwellinghouse

Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

Status: Withdrawn

Ref: 24/00919/FUL.

Appeal Ref: APP/W0340/W/25/3358653

Applicant: Hungerford Methodist Church

Proposal: Proposed Pv In-Line Solar Roof Panels

Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

Deadline: 12th March 2025