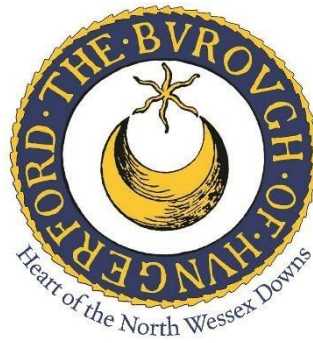


HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Environment and Planning Committee** meeting held on Monday 9th June 2025 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Cole, Keates, Fyfe, Simpson, Winsor, Carlson, Armstrong & Montgomery

Also in attendance: Town Clerk (TC), District Councillor Denise Gaines (DG) and Cllr Mulholland.

EP2025032 Apologies for absence – Cllr Hudson

EP2025033 Declarations of interest – Cllr Montgomery (competitor of Aldi)

EP2025034 Approval of Minutes of the Meeting held on Monday 12th May 2025 and update on actions.

Proposed: Cllr Keates

Seconded: Cllr Montgomery

Resolution: Agree the minutes as a true representation of the meeting of 12th May. 2 abstentions.

Update on Actions: Cllr Keate's action from April E&P to email reasons of refusal of 26 Charnham St is not necessary as all the information is on the website.

ACTIONS o/s:

- Cllr Simpson to discuss HTC's concerns of lack of feedback from WBC with Joseph Homes, Chief Executive Officer of WBC.
- HTC office to invite Philippa Venables head of Planning to meet Cllrs.

EP2025035 Discuss Cosier Homes Service (Environment) as recommended by WBC

Details of the proposal were read out. In summary Cosier Homes Service is run by the Centre for Sustainable Energy. The Environment Delivery Team at West Berkshire Council, has been working with Cora Paine from the Cosier Homes Service regarding their plans for next winter's promotional work and how Town and Parish Councils could get involved. The Cosier Homes Service provides free and impartial advice and support for those struggling to keep warm at home or worrying about the cost of energy bills. They are funded by SSEN and are interested in partnering to trial joint mailouts as they have access to a database and wished to say they are working alongside HTC and add our logo.

DG advised she had not heard about this initiative. It was agreed there are other groups that could help with this locally rather than HTC.

Proposed: Cllr Montgomery

Seconded: Cllr Fyfe

Resolution: Not to pursue as HTC don't endorse such proposals. 5 in favour, 3 against.

EP2025036 Planning applications:

- a) **Ref:** 25/00637/FUL & 25/00638/LBC,
Applicant: Sarah Styles Florist, Ground Floor, 2 Bridge Street, Hungerford RG17 0EH
Proposal: Part Change Of Use From Commercial (Shop) To Residential
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
Proposed: Cllr Carlson
Seconded: Cllr Montgomery
Resolution: No objection. AIF
- b) **Ref:** 25/01203/FULMAJ
Applicant: Land Adjacent To Herongate Leisure Centre Herongate Hungerford
Proposal: The erection of a 1725 sqm (gross) Class E discount food store with associated access, parking and servicing areas, landscaping, together with highways improvements at the junction of the A4 (Charnham Street) and the B4192.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents) Waiting to be allocated to a Planning Officer.
It was agreed no decision would be made at this stage.

Cllr Cole presented key points of the 25 documents currently available on the WBC website for this planning application. This included the location plan, views from each site boundary, street scenes, the proposed floor plan, elevation drawings and the external lighting along with a written summary regarding access, flood risk, trees, planting, archaeology and conservation. Please see below these notes:

“The site is comprised of car park hardstanding and gravel to the northwest with the remainder being unmaintained soft landscaping. The area mostly consists of low-level shrubbery and overgrown weeds. On the northern west boundary there are a row of trees which provide good screening from the neighbourhood to the east.”

ACCESS

- Following early discussion with the Council, access has been designed as follows: · Existing A4 / B4192 priority junction to be converted to a compact roundabout. Site access to be left in, left out and right out, no right turn in.
- Parking bays would be set perpendicular with a reversing (or aisle width) of a minimum of 6m
- A 2m wide pedestrian footway would be provided internally to the site directly adjacent to the store entrance. Uncontrolled crossing facilities including dropped kerbs and tactile paving would be provided as needed.
- Access into the building will be via flush thresholds between paving and car parking.
- On average each store will have only two deliveries by an ALDI articulated lorry per day plus a modest number of smaller vehicles delivering locally sourced fresh produce. This compares with an average of 6 to 10 articulated lorries and up to 20 subsidiary vehicles (including HGVs) per day usually associated with the larger supermarkets.

FLOOD RISK

Flood Zone 1 - less than 0.1% of fluvial or tidal flooding in any given year.

“The site is considered to be at low risk of ground water flooding.”

Surface water

...proposed to discharge all surface water run-off via the neighbouring site to the sewer in Herongate, subject to a S106 indirect sewer connection agreement with Wessex Water, and subject to a private agreement with the landowner. Levels dictate that a pumped discharge will be required

Foul water

As above

Maintenance

“Maintenance of the private networks within the site will be undertaken by Aldi Stores Ltd.”

TREES (Arboricultural Impact assessment)

Onsite:

“These trees and group are unremarkable and of low quality and value with an estimated life expectancy of 10 years due to the poor growing conditions as well as the condition of the trees.”

Nearby:

“...close proximity to the survey boundary, they are of the same category with little amenity value. “

Report Summary

The removal of 13 category C trees and 1 category C group on the periphery of the site to allow for the development of the car park. No other instances of incursions or pruning are required based on the current layout. Due to the low quality and value nature of the trees proposed for removal, as well as the proposed new planting the amenity value of the site will be retained. The removal will result in a temporary reduction in canopy cover, however, this will be re-established and improved as the replacement planting matures. An Arboricultural Method Statement (AMS) has been provided as a separate document

PLANTING PROPOSALS

The Soft Landscape Proposal, Soft Work Schedule and Landscape Management plan were highlighted. The general link where these can be found is below.

[25/01203/FULMAJ |](#)

ARCHAEOLOGY & CONSERVATION

It has been confirmed through previous archaeological evaluations that archaeological remains are present within the Site. Previous consultation provided by West Berkshire Council's Archaeological Officer to a previous planning application in 2010 (10/00845/COMIND) stated that they were satisfied the significance of known archaeological remains within the Site was not sufficient to warrant preservation in situ. It was recommended that a suitable programme of archaeological mitigation could be secured via a planning condition.

As such, it is anticipated that a similar condition will be attached to any new planning application granted. This is likely to comprise an archaeological excavation prior to construction works and/or archaeological monitoring (watching brief) during ground works, as necessary. This would suitably mitigate any predicted impacts to these heritage assets.

Not in a Conservation Area

Undy's Farmhouse is Grade II listed, 17th Century and later:

“The Proposed Development would introduce a new commercial development (an Aldi store) into a currently development part of the existing business park to the immediate east of the House. The store would be visible behind Undy's Farmhouse when approaching the building from the west within a key view of the building. This would appear as part of the backdrop of the existing business park which surrounds the building and would not significantly change this baseline character. Overall, it is assessed that the impact to the setting of the Undy's Farmhouse arising as a result of the construction of the Proposed Development will be of low magnitude. The roadside setting of the building would not be affected, and it will still appear prominently when entering the town on the approach from the west”

It was noted that Thames Water had no objection and there were no representations from the public yet.

Cllr Cole drew the committee's attention to the fact that there were originally 2 plan options and suggested points to discuss could be parking overflow, light pollution and road safety, perhaps a crossing is required. The parking study shows that spaces allocated compare favourably to other Aldi car parks. Planning permission had previously been obtained through appeal for a hotel on this plot. Cllr Fyfe then outlined his concerns.

Below is a list of the concerns raised so far by the committee: -

- Impact on Undy's
- Net loss of habitat – They will have to buy in offsite to meet the requirement. This can and should be done locally, should be discussed with the Town and Manor re Wetlands Project etc.
- Proximity to SSSI and potential impacts on it
- The planning condition required referenced in the Archaeological report – HTC feels this should be emphasised and conducted.
- Trees along Eastern border being removed will expose neighbouring office.
- The trees being removed are not being replaced in sufficient numbers or of sufficient size to ensure adequate cover quickly enough
- Need more screening to the west side of the plot, in particular Undy's
- Landscape management plan is insufficient – The 12-month period specified needs to be increased to 5 years.

- Roof is only part filled with solar panels – need to maximise the amount of solar energy generated.
- Concern over proposed entry and exit arrangements from site and proximity to Charnham Lane. The proposed arrangement may cause tailbacks. Is there an option to do the roundabout differently?
- Potential Traffic disruption – given the recent “history” over the A4 closure at Speen, HTC hopes that this will be well planned.
- Any impact on the local school, Oaklands, needs to be understood
- Need for pedestrian crossing. Narrow footway by the Bear will become more congested.

ACTIONS:

- **Proposed:** Cllr Simpson
Seconded: Cllr Cole
Resolution: Request DG calls in the application to Western Area Planning
- Request West Berks facilitate that the owners/applicant arrange a public consultation preferably in the town hall.

It is understood the landowners are retaining the land and leasing to Aldi.

- Give these initial comments (listed above) to West Berks Council
- Advise Karen Salmon for the Chamber of Commerce of the application
- Speak to Philip Porter for the Town & Manor about impact on their land.

DG advised that whilst pre-planning advice makes suggestions of mitigations it is not a guarantee of obtaining permission. She advised that the consideration of need is not a planning concern.

EP2025037 Case Officers Reports

The below Case Officer reports were noted. It was requested that the written summaries are kept shorter in future.

- a) **Ref:** 25/00489/FUL
Applicant: 10 - 11 Bridge Street, Hungerford, RG17 0EH,
Proposal: Change of use from A1 Retail to C3 Dwelling of ground floor
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Approved
HTC: No Objection
- b) **Ref:** 25/00655/COND
Applicant: 26 Charnham Street, Hungerford, RG17 0EJ
Proposal: Approval of details reserved by Condition No. 4 (External Joinery Windows/Doors) of Approved Application 24/02542/LBC : Proposed 1 x new dwelling and conversion and extension of existing buildings into 3 x residential units including associated landscaping to the rear of 26 Charnham Street, Hungerford.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Approved
HTC: HTC had strongly supported original planning application 24/02542/LBC
- c) **Ref:** 25/00605/COND
Applicant: Station Yard, Station Road, Hungerford, RG17 0DY
Proposal: Application for approval of details reserved by condition 7 'Landscaping' of approved application 17/03506/FULD: Erection of 7 dwellings with associated new bin/cycle store, access road, landscaping and parking.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

WBC: Granted
HTC: No comment listed

- d) **Ref:** 25/00785/CERTE
Applicant: 78 High Street Hungerford RG17 0NA
Proposal: The property known as 78 High Street, Hungerford. RG17 0NA, was originally a dwelling and was purchased by the applicant in 2002 and used as an office in connection with the applicant's business. In 2009 the office use ceased and the property reverted to being a private dwelling. The use as a dwelling is for the entire building and its garden curtilage.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Lawful
HTC: Hungerford Town Council records 'no comment' on this application for a Certificate of Lawfulness
- e) **Ref:** 25/00619/HOUSE
Applicant: 8 Church Way
Proposal: Demolish garage two storey side extension porch
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Approved
HTC: No objection
- f) **Ref:** 25/00524/HOUSE
Applicant: Bridge House, 131 High Street, Hungerford, RG17 0DL
Proposal: Introduction of a glazed link between the main building and rear annexe. The installation of a lead roof over (as previously approved under applications 19/01297/HOUSE and 19/01298/LBC2) and replacement of wicket gate with glazed door
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Granted
HTC: Hungerford Town Council notes the additional changes recorded on the revised planning application (no other comment required).
- g) **Ref:** 25/00648/FUL
Applicant: 35 - 35A High Street, Hungerford, RG17 0NF
Proposal: Change of use from commercial to residential
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
WBC: Granted
HTC: No objection
- h) **Ref:** 25/00780/HOUSE
Applicant: Bridge House, 131 High Street, Hungerford, RG17 0DL
Proposal: Introduction of an outdoor swimming pool to the rear of Bridge House
Link: [Planning Documents](https://www.westberks.gov.uk/planning-documents)
WBC: Granted
HTC: Hungerford Town Council has no objection to this planning application provided pool drainage meets WBC's current waste requirements and relevant legislation.
- i) **Ref:** 25/00729/FUL & **25/00730/LBC**
Applicant: 4 Bridge Street, Hungerford, RG17 0EH,
Proposal: Partial change of use from retail (Ei) to dwellinghouse (C3)
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents) & [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents) LBC
WBC: Approved
HTC: No Objection
- j) **Ref:** 24/02074/LBC
Applicant: 39 Charnham Street, Hungerford, RG17 0EJ,
Proposal: Replacement of the existing ground floor sash windows with new hand crafted sash windows exactly replicating the originals.

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

WBC: Approved

HTC: Supported the planning application

EP2025038

Appeal:

Ref: 24/02022/FUL

Appeal Reference: APP/W0340/W/25/3365843

Applicant: Land Adjacent To 123 Strongrove Hill, Hungerford

Proposal: Erection of a single detached three bedroom house and associated works

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

WBC: Refused

HTC: Support

All representations must be received by 27th June 2025 and must quote the Inspectorate's appeal reference: **APP/W0340/W/25/3365843**.

Representations: <https://acp.planninginspectorate.gov.uk>

Proposed: Cllr Simpson

Seconded: Cllr Armstrong

Resolution: To draft a letter to include the reasons for support of the above appeal. 1 abstention rest in favour.

Meeting closed at 8.18pm