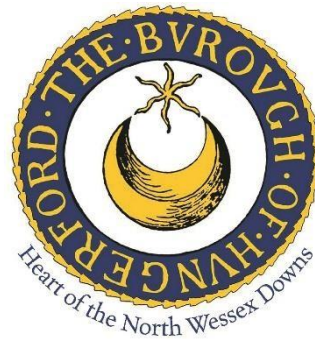


HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Environment and Planning Committee** meeting held on Monday 20th April 2026 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Cole, Fyfe, Simpson, Carlson, Armstrong, Mulholland, Brunning, Hall, and Terry

Also in attendance: Town Clerk (TC), Cllr Keates, representatives from Cobbs, and members of the public and press.

EP2026029 Apologies for absence – Cllrs Carlson and Day. Also, District Cllrs Benneyworth and Gaines.

EP2026030 Declarations of interest – Cllr Fyfe (Cobbs) as he lives close by.

EP2026031 Approval of Minutes of the Meeting held on Monday 9th March 2026 and update on actions.

Proposed: Cllr Hall

Seconded: Cllr Mulholland

Resolution: Agree the minutes as a true representation of the meeting of 9th March. 1 abstention.

Update on Actions:

The Clerk updated committee on progress with the Blue Plaque scheme. Owners of some of the properties included in the heritage trail have been approached to see if they would be interested in applying. We have had some good feedback. The nomination form will be updated to include a timetable, putting an annual procedure in place and looking to award one or two plaques a year.

ACTION: Report further progress of blue plaque scheme at the next E&P.

ACTION: Chase District Cllr Gaines for an update on 6 Priory Avenue.

EP2026032 Follow up on any Enforcement Issues

ACTION: Office to chase up enforcement on Station Yard.

EP2026033 Any Health & Safety issues or concerns

Cllr Armstrong reported that WBC have only made one repair to the pavement from those reported.

ACTION: Cllr Armstrong will chase WBC.

No other H&S issues were raised.

EP2026034 Update on Strongrove Hill

Cllr Hudson reported that a letter had been received from Mr Withers requesting that we include his site in our NDP. He has made several planning applications and lost two appeals. We have just had our NDP adopted after 7 years of work.

ACTION: Reply to Mr Withers thanking him for his letter and suggest that he applies when we carry out a NDP refresh.

EP2026035 Planning applications:

a) **Ref:** 26/00320/FUL

Address: Cobbs Farm Shop, Bath Road, Hungerford, RG17 0SP

Proposal: Installation of 4no. Padel Courts, 2 with Dutch Barn Canopy, and ancillary facilities

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

Cllr Fyfe presented slides. Padel is fast growing in popularity. It is governed by the LTA who are supporting this application. There are approx. 90 parking spaces in total. Cobbs don't meet the diversity net gain target. Cllr Fyfe raised concerns with the lighting. Do we require a lower lux than that required by the LTA? The entrance could do with improvements. Environmental Health have no problems with noise or lighting. SUDs require a full drainage plan. Highways recommend refusal. The site is not considered sustainable as travel would mainly be by car.

Tom Newey from Cobbs and two representatives from Padel Shift introduced themselves. Please refer to presentation attached for details. They propose to reduce lighting and light spill. They are using a canopy design which will enable them to offer full time coaching. Lights go off if no bookings are made and there is an override switch if needed. Sensitivities in relation to dark skies are being dealt with. Acoustics are well below the recommendations for residential. He confirmed there are over 100 parking spaces including the disabled and EV charging spaces and they are only using up to a maximum of 33% of these. They are preparing a formal response to Highways' refusal. From a sustainability point of view 90% of Cobbs products are sourced within a 30-mile radius and they have also invested in EV charging. They are happy to look at providing some covered cycle parking and cutting back the shrubs at the entrance.

Cllr Hudson commented that it is a very fast road and he would like to see the safety of the junction improved possibly by putting in an island.

Padel will be part of the Olympics, and we need to increase the number of courts in the UK. The cost to play will vary from £7 a person to £10 which is cheap compared to others we have heard of. They will offer intro sessions and school bookings.

Proposed: Cllr Simpson

Seconded: Cllr Hall

Resolution: Support. We wish to expand the sporting facilities in Hungerford. It is an inclusive sport which would be an asset to the town. Committee disagree with Highways comments; the facility should be on the perimeter as its not suitable for a residential area. 2 abstentions.

b) **Ref:** 26/00055/FUL

Address: 100 High Street, Hungerford, RG17 0NB,

Proposal: Construction of single dwelling

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

Cllr Cole presented the planning slides.

Samuel Whale from no.98 High st, the adjacent property objects to the application. He doesn't agree with any of the modifications and has had confirmation from solicitor that it is not a party wall. He has seen no structural survey and had no communication from the applicant. The proposed speed hump will do little to improve safety, and the noise will cause a disturbance. He has requested a site visit. The red door is part of the high street and LBC will be needed to remove it. The fact that planning permission has been given in the past should not set a precedent. He asked for committee support in objecting to the application. The lady that also lives at no.98 objects. He would object even if there was no vehicle access because the disturbance would ruin the garden. He is petrified about the stability of his property as there are already tie bars in place. There is a steep rise so his property will be overlooked. Edward from no.102 spoke. He will be overlooked into his bedroom and his garden. The seating area will be compressed against his wall. Tree roots are already under the house and will be a problem at some stage. He has raised concern and is surprised there is no arboriculturist report.

ACTION: An arboriculturist report is needed.

The pavement is narrow and the bumper of the car would need to be on the road before you can see to exit.

There are 18 objections so far so the application will go to Western Area Planning and there will be a site visit.

Jill Ross lives opposite. They have a similar situation with a narrow entrance and busy pavement. She is really concerned someone is going to get run over.

Proposed: Cllr Simpson

Seconded: Cllr Hall

Resolution: Objection. Due to poor sight lines, potential damage to and overlooking of neighbouring buildings, creating inhabitable rooms, concern of tree roots, noise pollution from gravel and speed, light pollution, landownership issues, no access for emergency vehicles, slow worms and bats present, change of street scene in a

conservation area. One abstention from Cllr Fyfe who is disappointed the application was approved by a previous council 7 years ago.

- c) **Ref:** 26/00263/FUL
Address: 2 Tealgate, Hungerford, RG17 0YT,
Proposal: Change of use of Warehouse at Unit 2 Tealgate, Hungerford, RG17 0YT from Use Class B8 (storage and distribution) to Use Class B2 (General Industrial) and B8 (storage and distribution) Use
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
Proposed: Cllr Hudson
Seconded: Cllr Mulholland
Resolution: No objection. All in favour.
- d) **Ref:** 26/00480/HOUSE
Address: 11 Shalbourne Close, Hungerford, RG17 0QH,
Proposal: Proposed two-storey side extension and associated alterations
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
It was noted that highways want a third parking space. Two houses close by both have extensions.
Proposed: Cllr Fyfe
Seconded: Cllr Hudson
Resolution: No objection. All in favour.
- e) **Ref:** 26/00555/REG3
Address: Hungerford Old Peoples Home, Chestnut Walk, Coldharbour Road, Hungerford RG17 0DB
Proposal: Proposed change of use from Class C2 (Residential Institution) to Class C1 (Hotel/Hostel) to provide supported temporary accommodation with onsite management and security measures. Construction of new Air source heat pump compound and cycle store. Relocation of bin store.
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)
Cllr Terry gave a presentation. There have been 8 objections so far. Highways are concerned about parking. It is a massive change of use on an existing housing community which is currently calm and quiet. Previously there were long term residents and no disturbances. This will be very different involving single homeless people with high impact vulnerabilities and chaotic lifestyles which will have an impact on the management of the site. ASB is a concern with known drug users and county lines criminal activity. Cllr Terry disputes how a redundant care home for 10 years, is now suitable to be reoccupied. It is unknown how long residents will stay or what the implications will be in a couple of years with the government reorganisations. There are real concerns that need addressing. It has been designed inside out to fit numbers. Designing outside in would take note of the community. The green initiative is only installing an Air Source Heat Pump. The residents will be transient and not necessarily from Hungerford. There are concerns with the flexible provision for families mixing with single adults. There will be 3 part time staff, an equivalent of 1.5 full time. The level of security presence is unknown and will not be cheap. What are the cost savings? The site is a shambles. Questions raised by the mayor and press remain unanswered. The quality of build, noise, security, light, overlooking, the adjacent avenue, are all concerns. WBC is just keeping us informed rather than involving us or the local residents. The application doesn't conform to our NDP. The homeless strategy aims to reduce reliability on temporary accommodation. This is being developed in haste. We need a plan that sits well in locality. Sovereign couldn't make it happen in 10 years. WBC should be looking at other partners.
Cllr Simpson commented that £100k has been wasted. An exemplary model was being worked on and has been discarded. Cllr Hall added that 2 years ago the building wasn't fit for purpose and now an established community is being asked to shoulder the burden. Cllr Keates advised Sovereign has divested themselves of four properties as they couldn't get them up to standard.
Proposed: Cllr Terry
Seconded: Cllr Hudson
Resolution: **Objection.** The application goes against our NDP. We propose a working party is established to create a new development brief to improve the scheme.
John Downe commented that they should make use of solar panels to provide the energy to run the building. If two more objections are received the application will be called in.
ACTION: Cllr Terry will summarise the response for the office to send to WBC tomorrow. (** please now see attached summary below*)

- f) **Ref:** 26/00543/HOUSE
Address: Prospect House, Prospect Road, Hungerford, RG17 0JJ
Proposal: Two-storey rear extension with internal alterations
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
The conservation officer doesn't like the composite cladding. There are no objections from the neighbours on either side.
Proposed: Cllr Mulholland
Seconded: Cllr Hudson
Resolution: No objection. Committee would like the conservation officer's comments to be considered. All in favour.

Cllr Hudson left the meeting.
- g) **Ref:** 26/00624/FUL
Address: Office Block 2B, 2A - 2B Herongate, Hungerford, RG17 0YU
Proposal: Change of use of the building from office use (Class E) to education use (Class F1a), and associated works including alterations to car parking and pedestrian access.
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
Proposed: Cllr Simpson
Seconded: Cllr Mulholland
Resolution: No objection. All in favour

EP2026036 Appeals – The following appeals were noted.

- a) **Appeal Ref:** 6002167
Address: Hungerford Park Estate
Proposal: Retrospective planning for alterations to Barn A, B
Appeal Decision: WBC Granted planning permission
- b) **Appeal Ref:** 6002784
Address: 6 Lourdes Crescent, Hungerford, RG17 0GY
Appeal: Against a refusal to grant planning permission
Decision: WBC has dismissed the appeal

EP2026037 Enforcements - It was noted the following trader requires a licence.

- a) **Reference:** 26/00091/160THR
Site address: Station Road, Hungerford
Nature of Investigation: Coffee van operating at Railway station

EP2026038 Case Officers Reports - The below Case Officer reports were noted.

- a) **Ref:** 25/02970/LBC
Address: 39 Charnham Street, Hungerford, RG17 0EJ,
Proposal: Change of Material on a Listed Building. Replacing the lead on the front facade with Uginox Patina to prevent repetitive thefts.
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
WBC: Approved
HTC: Hungerford Town Council has no objection to this planning application as long as the Conservation Officer is happy with the proposed material.'
- b) **Ref:** 25/02500/HOUSE
Address: 19 York Road, Hungerford, RG17 0DF,

Proposal: Upgrading heating system to a heat pump system.

Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)

WBC: Refused

HTC: Hungerford Town Council has no objection based on the noise assessment is acceptable to WBC

- c) **Ref:** 26/00147/CERTP
Address: 97 Chilton Way, Hungerford, RG17 0JF
Proposal: Proposed single storey extension
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
WBC: Approved
HTC: Application not sent to HTC
- d) **Ref:** 26/00219/HOUSE
Address: 62 Chilton Way, Hungerford, RG17 0JF,
Proposal: Install new front door in side of connected garage, with stud partition to use a section of the existing garage space as a porch. Block up bottom half of current front door and replace with new window.
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
WBC: Approved
HTC: No objection
- e) **Ref:** 26/00071/HOUSE
Address: 2 Old Cold Harbour Cottages, Cold Harbour, Hungerford, RG17 0RT
Proposal: Proposed single storey rear extension and internal alterations
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
WBC: Approved
HTC: HTC has no objections
- f) **Ref:** 25/02951/LBC
Address: First and Second Floor, 25 High Street, Hungerford, RG17 0NF
Proposal: Alterations to existing offices to sub-divide ground, first and second floor offices into 2 separate tenancies.
Link: [Planning Documents](http://westberks.gov.uk)
WBC: Approved
HTC: No Objection
- g) **Ref:** 26/00217/HOUSE
Address: 8 Priory Road, Hungerford, RG17 0AG,
Proposal: Erection of porch on front elevation
Link: [Planning Documents \(westberks.gov.uk\)](http://westberks.gov.uk)
WBC: Approved
HTC: Hungerford Town Council has no objection to this planning application on the basis that a window or equivalent feature is placed in the front of the porch to give the building symmetry
It was noted that WBC didn't take notice of HTC's comments.

Meeting closed at 9.30pm

(Summary of points from Cllr Terry's presentation on Chestnut Walk to be submitted to WBC alongside our objection)

1. It conflicts with the Hungerford Neighbourhood Development Plan's housing priorities on housing mix and tenure and with the HNP's objectives on respecting and enhancing the character of the neighbourhood and the way it functions. A high - density hostel for temporary accommodation catering for a transient population of predominantly younger single people, conflicts with the established residential nature of Chestnut Walk. It is a concern how effective this proposed scheme would be in assisting community cohesion.

2. The occupants of this scheme are most likely to be from around West Berkshire as a whole, not just Hungerford. How the occupancy is envisaged after local government reorganisation occurs has not been addressed.
1. The proposed scheme does not represent good quality of design. The scheme appears to have been designed “inside out” to accommodate a high density institutional model that maximises the numbers of bedspaces and therefore occupants, rather than considering the site from the “outside in” as a design opportunity to create a building of high quality that would sit well in the local context, contributing to visual amenity.
2. The layout of the so -called flexible family units is particularly lacking both in design terms and in management terms. No details about the treatment of these units ,how they are made flexible from a construction point of view; the quality, the security of movable walls, the protection from fire and from vandalism and other risks. The design, security and privacy of these flexible units in occupation.
3. From a management plan perspective no evidence has been provided as to how these units are flexibly adopted for families to use and under what circumstances this should happen. This raises concerns about the safeguarding policy in the potential mix of children with vulnerable single non - related adults .
4. The design and relationship of the scheme to the existing neighbouring premises, the potential for overlooking and reduction in privacy to the houses and gardens needs to be addressed.
5. The proposed treatment of the alleyway running behind the site and bordering the gardens on Priory Avenue is unclear. The gardens are fenced and one has an access gate to the garage area. The alleyway as is represents a vulnerable access point; it has been subject to incidents of flytipping and remains a security risk, with the introduction of the proposed scheme this location has potential to become an area of informal congregation that may lead to antisocial behaviour.
6. Insufficient detail has been provided about the intended external amenity provision for occupants of the Temporary Accommodation, its location and use. Concerns about the impact on the neighbouring properties from external space including increased noise, the effects of smoking and vaping odours which will detract from the quiet enjoyment of neighbouring gardens and rooms opening onto them.
7. The information about security on the site is not detailed or satisfactory, particularly considering the 24 - hour operation of the proposed temporary accommodation. The provision of some kind of security presence out of hours is not defined, nor costed.
8. No supporting plans have been provided on mitigating the risk of crime, nor ‘designing out crime’, which is a major local concern; clarification is needed as to how the management of this scheme will provide security to neighbours, safeguard the scheme residents and prevent the ingress of criminals intending to entrap residents of the temporary scheme into criminality themselves.
9. Noise. Increased use of laundry and kitchen facilities’ audible noise impacting the neighbouring properties especially in the current configuration of doors and windows within the proposed scheme. No evidence has been provided about the levels of noise –and its mitigation if required – arising from the heat pump proposed for the scheme.
10. The energy efficiency measures are disappointing. While we welcome the intent to introduce these, the opportunity has not been taken to consider an improved range of products. In any future proposal we want to see a proper environmental management plan that involves the increased use of solar panels and other measures to bear down on costs in the longer term.
11. Car parking. There is not sufficient evidence of staffing plans and resident profile to assess the true demand for vehicle parking, nor the likely increase of traffic movements e.g. deliveries, resulting from catering for the scheme, to justify no change from the current provision of three spaces.
12. The staffing and management plan is lacking in detail; three part-time staff is a very low provision for a 24-hour scheme; the plan for security cover by an external party is unclear as to hours, duties and presence on site; similarly it is uncostered and it is unclear how this provision will contribute to the financial savings that the Council are seeking from this scheme.



Lighting Strategy.

Submitted Lighting Levels

Court Type	Lux Level	Uniformity	Energy per Light
Canopy Courts	565 Lux	0.86	0.355 kW
Open Courts	515 Lux	0.7	0.29 kW

New Proposed Lighting Levels

Court Type	Lux Level	Uniformity	Energy per Light
Canopy Courts	500 Lux	0.86	0.355 kW
Open Courts	400 Lux	0.7	0.29 kW



Lighting Strategy.



Planning Considerations

- Lighting design informed by LTA Padel Court Guidance, ranging from 300 – 500 Lux.
- Lux levels reduced from initial submission in response to feedback.
- Canopy design (as seen in following slide) necessitates upper-range Lux levels to ensure safe and consistent playing conditions.

Impact & Mitigation

- Semi-enclosed 'Dutch Barn' canopy limits light spill.
- Measured spill \leq 0.2 Lux at ground level.
- 2.3m native scrub planting along western boundary to benefit foraging/commuting wildlife.
- LED lighting with directional deflectors, reducing glare and spill.
- Lighting linked to booking system (no use = no lighting).
- Low-level lighting for paths on timers.

Conclusion

Lighting levels are compliant with LTA minimum guidance and demonstrate a low-impact solution with appropriate ecological safeguards whilst ensuring high quality player experience and safety.

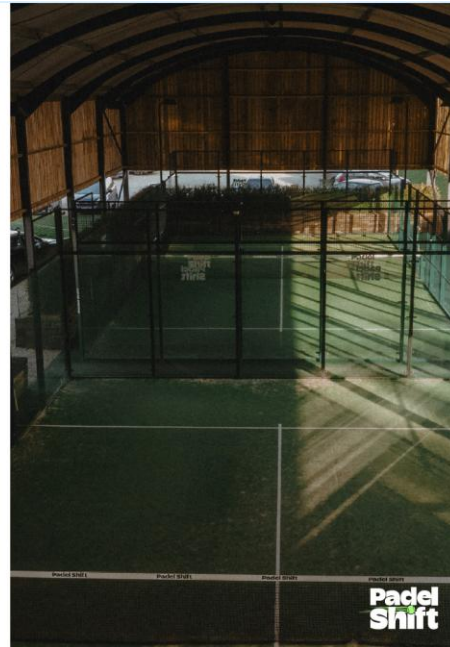
Canopy Design.

Design Rationale

- Semi-enclosed structure reduces light and noise spill.
- Materials selected to reflect agricultural and rural context and be mindful of the character and architecture of local area.
- Visual impact minimised through:
 - Materials.
 - Low profile form and siting.
 - Integrated landscaping.

Conclusion

The canopy design successfully balances operational functionality with landscape and environmental sensitivity, however, requires considered lighting due to its design.



Acoustics.

Policy Context

- Sport England, WHO and BS 8233 guidance.
- Noise from sports uses should not exceed 50 dB LAeq (1-hour) at residential receptors.
- Changes of ≤ 3 dB are considered negligible.

*Existing Site Data

Location	Typical Level
Courtside (1-4m)	54-66 dB LAeq
Maximum levels	76-85 dB LAmax

Assessment of Impact

- Nearest residential receptor: >200m from site.
- Sound reduces by approx. 6 dB per doubling of distance.
- This equates to 10 - 30 dB below 50dB LAeq (1-hour) at closest receptor, even before considering intervening features.
- Canopy structures provide additional noise attenuation.
- Intervening features include:
 - Cobbs Farm Shop buildings.
 - Established vegetation.
 - A4 road (dominant ambient noise source).
 - Planting of sixteen additional trees.

Conclusion

At this separation distance, noise levels from the proposed development will reduce to below guidance thresholds and are unlikely to be perceptible at nearby receptors. The proposal is therefore not expected to result in adverse noise impact.

*Summarised data from comparable operational Padel Shift site (covered and open courts).

Padel Shift

Highways & Parking.

Public Transport

- Site located on established bus routes (110, 620, X20).
- Bus stops directly adjacent to site access.
- While most visitors will drive, public transport remains a viable option.

Walking & Connectivity

- Approx. 1 mile from Hungerford via Public Rights of Way.
- Routes include footpaths/canal paths.
- Opportunity to encourage walking via website and booking platform.

Highway Safety

- Review of 10-year accident data shows:
 - No incidents linked to site access.
- No underlying highway safety concerns identified.

Direct Access

- Access directly from the A4 Bath Road, resulting in linked trips.
- Benefits from ghost island right-turn lane, supporting safe entry and traffic flow.
- Visibility exceeds required standards (215m) in both directions.
- Regular maintenance to vegetation can be implemented.

Conclusion

Existing access onto A4 Bath Road has ample levels of visibility, benefits from a ghost island right turn and no issues with road safety, whilst there is potential to travel to site via alternative means to driving such as cycling, walking and public transport.

Padel Shift

Highways & Parking.

Parking & Trip Generation

- Max capacity: 4 courts totalling 16 players (doubles play).
- Theoretical peak (full changeover): 32 players on site briefly.
- Typical usage:
 - Weekday daytime: 50% (8 players/hr).
 - Weekday evenings: 90% (14 players/hr).
 - Weekend daytime: 80% (12 players/hr).
 - Weekend evenings: 60% (10 players/hr).
- Booking patterns range between 1 hour, 1.5 hour and 2 hour slots, naturally staggering arrivals and departures and parking requirements.
- Based on the above, typical player arrivals of 10-14 players per hour can be expected, even before accounting for lift sharing, combined trips and staggered booking patterns.
- This equates to an 11% - 33% use of existing spaces (90+) including staff.
- Proposed site relies on existing catchment areas (Hungerford, Marlborough, Newbury etc) that are already using existing A4 routes for commuting, school pick ups etc, therefore not creating entirely new trips and resulting in linked trips.

Highways & Parking.

Transport Assessment

A Transport Assessment has been prepared by CreateCe Consultants and will be shared on the portal via the planning officer.

Taking into consideration peak and off-peak occupancy levels, promotion of lift-sharing, alternative travel options and combined trips with farm shop customers, parking increases would be modest.

Operational Considerations

Peak usage (17:00 – 22:00) overlaps minimally with Cobbs Farm Shop operations (1 hour), reducing cumulative traffic and parking demand throughout the week.

Furthermore, based on existing sites, we anticipate reduced parking pressure from combined trips with the farm shop customers.

Promotion of Liftsharing

Liftsharing between players is actively encouraged through Padel Shift website, WhatsApp community groups and booking platform app.

Conclusion

The local highway network has capacity to accommodate the development, with no material impact on safety or operation. The proposed site would only lead to modest levels of increased parking (10-14 player arrivals per hour), even before applying mitigating factors.

Design & Access.

Design and Access considerations are addressed within the Planning Statement (Section 3.0).

A summary is provided below:

Design Approach

- Materials and design respond to local character and the rural context.
- The application responds to the local architectural context of the Cobbs Farm Shop.
- The application takes into consideration the West Berkshire Local Plan SP7 on Design Quality.

Access Considerations

- Peak times for the padel site dovetails with the opening times of the Farm Shop, reducing traffic and parking pressures.
- Suitable access from the A4, one of the main distributor roads through the District which has capacity to accommodate the forecast traffic generation.
- Safe and efficient movement for vehicles and pedestrians.
- Safe visibility splays are maintained, supported by ongoing vegetation management.
- Existing right hand turn lane reduces congestion.

Conclusion

The scheme represents an appropriate design response with safe, sufficient and effective access arrangements.

Other Considerations.

Opening Times

The proposed opening hours of 07:00 - 22:00 are necessary to ensure the facility is accessible to the local community, particularly during peak periods before and after standard working hours.

This approach maximises participation in sport and supports the promotion of healthy lifestyles, in line with planning policy objectives.

SuDS

The proposed surface water drainage strategy utilises infiltration-based SuDS to manage runoff at source.

This approach enables surface water to be sustainably discharged to ground, reducing pressure on the wider drainage network and aligning with the drainage hierarchy and best practice in sustainable development.

SSSI

The Site is located nearby to Freeman's Marsh, a designated Site of Special Scientific Interest.

The sensitivity of this designation has been considered in the development proposals, and appropriate measures, such as the use of infiltration based SuDS to manage surface water runoff at source, have been incorporated to avoid adverse effects on its ecological value.