

HUNGERFORD TOWN COUNCIL

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Draft MINUTES of the **Environment and Planning Committee** meeting held on Monday 11th May 2026 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Cole, Fyfe, Carlson, Armstrong, Day, Brunning, & Terry

Also in attendance: Deputy Town Clerk (DTC),

EP2026038 Apologies for absence – Cllrs Hall, Hudson & Mulholland, District Cllrs Benneyworth & Gaines

EP2026039 Declarations of interest - none

EP2026040 Approval of Minutes of the Meeting held on Monday 20th April 2026 and update on actions

Update on Actions:

The DTC updated committee as follows:

6 Priory Ave –D. Cllr Gaines provided an update by email confirming there are no reports of vermin at the property and confirmation has been received that the property is not for sale. No further action can be taken, and item will be removed from the agenda.

Cllr Armstrong provided an update on WBC repairs to pavement and alleyway, reporting that whilst some repairs have been carried out, some of the work appears ‘shoddy’. There remain some holes that need to be repaired.

Action: Refer issue to Highways & Transport Committee to discuss whether further action is needed.

100 High Street - DTC confirmed an email has been sent to WBC Planning Officer re Arboriculturist report being needed, highlighting concerns re existing root trees and impact should planning be approved.

Ref: 26/00555/REG3 – Chestnut Walk – Cllr Terry to summarise the response for the office to send to WBC.

Update: DTC confirmed action completed.

Blue Plaques - DTC confirmed that nomination forms have been sent to a number of interested local businesses, and that listed building approval will be required.

Proposed: Cllr Terry

Seconded: Cllr Brunning

Resolution: Minutes agreed as a true representation of the meeting held on 20th April. 2 abstentions.

EP2026041 Any Health & Safety issues or concerns – no new concerns raised.

EP2026042 Blue plaques, update - DTC confirmed that 2 quotes have been received but further details were needed. Cllrs confirmed preference for the traditional blue circular plaques, request final confirmation a breakdown of

all costs, including font type used. Cllrs concluded that the installation would be carried out by HTC's maintenance team.

Action: DTC to requested full quote to include wording and finish.

EP2026043 Follow up on any Enforcement Issues

Ref: 24/00129/01COUB

Address: Hungerford Park Estate, Hungerford Park, Hungerford, RG17 0UU

Proposal: Several buildings which are virtually complete but appear to not have planning consent

Outcome: Case closed no further action to be taken

Cllrs raised concerns that Hungerford Park continue to build without planning permission, and WBC have closed the case. This issue is a historic one and for which there are numerous incidents where this has occurred. Cllrs would like WBC to provide photographic evidence of what has been determined as the 'final/acceptable' state that enabled WBC to arrive at their decision.

Action: HTC to write to WBC and required details on what is covered by their decision.

Ref: 25/00504/05NOAC

Address: Station Yard, Station Road, Hungerford

Cllr Fyfe confirmed an update arrived today regarding the FOI request that had only been partially provided by WBC and now included emails from 2017, when the initial planning application was for 8 properties and discusses the S106 payment. Cllr Keates questioned who owned the fence at the rear of the site as GWR do not believe it is theirs. With appropriate permissions, this could be used as additional carparking for the station.

Action: Cllr Fyfe confirmed he will review the information provided and update committee in due course.

EP2026044 Planning Inspectorate: Rights of Way, Footpath 60 & 60 Eddington Mill

a) **Ref:** ROW/3367881

Address: Eddington Mill, Eddington, Hungerford, RG17 0HL

Proposal: Creation of 2 additional public footpaths Ref no. 60 & 61

Link: [s53B_Definitive_Map_Order_applications_Register.pdf](#)

This information went through planning a year ago and Cllrs were pleased to see it coming to fruition.

EP2026045 **Planning applications:**

b) **Ref:** 26/00752/FUL

Address: 20 High Street, Hungerford, RG17 0NF

Proposal: Installation of defibrillator and bleed kit cabinets to external wall of Nationwide Building Society branch

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

Cllr Cole provided a summary of the information listed on the planning portal and it was noted that the location of the defibrillator and bleed kit was not fit for purpose as the area is too narrow. It was noted that Highways have also objected due to the area being too narrow to accommodate the defibrillator and bleed kit and a larger footway is required. Cllrs supported their comments. Cllr Fyfe suggested that HTC write to Nationwide and thank them for intention but confirming that both the Town Hall and HTC, located in very close proximity, both have defibrillators available and would they consider sponsoring both a defibrillator and bleed kit at an alternative location e.g. The Croft Field Activity Centre (hired out commercially to the public).

Action: HTC to write to Nationwide, on behalf of Cllr Jerry Keates, Mayor and Cllr James Cole, Chair of E&P committee as outlined above, with confirmation that HTC will maintain them. Nationwide would have the option to replace after 10 years.

Proposed: Cllr Fyfe

Seconded: Cllr Armstrong

Resolution: Hungerford Town Council objects to this planning application and must support Highways comments. We will be writing separately to Nationwide Building Society about alternatives."

c) **Ref:** 25/02804/FUL

Address: Land South Of Kennet and Avon Canal and North Of Tesco Everland Road Hungerford
Proposal: Erection of residential development comprising 6 semi-detached houses, 1 detached house, with associated access road, parking, and landscaping
Link: [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning)

Cllr Cole summarised the application and confirmed that HTC objected on 12 January 2026 due to conflict with the Neighbourhood Development Plan, particularly Policy HUNG01, and concerns about overdevelopment. The site's sensitive location within a Conservation Area, the North Wessex Downs National Landscape, and adjacent to the canal and marsh was a key concern, with the design considered out of keeping. Although the Conservation Officer has not objected, HTC had previously requested the application be called in should West Berkshire Council (WBC) be minded to approve it due to various concerns. HTC maintains that the proposed design fails to respect the character and sensitivity of the Conservation Area, the North Wessex Downs National Landscape, and the nearby SSSI at Harvey's Meadow.

Cllrs consider that the proposal represents a significant over development of the site compared to the original consent for three dwellings. While described as mainly three-bedroom units, the inclusion of loft bathrooms means several are likely to function as four-bedroom houses, potentially increasing the number of residents. This raises concerns about insufficient and poorly located parking, with a high likelihood of informal parking as a number of the properties had to walk a distance to their cars. Cllrs also noted that, whilst a satisfactory noise assessment had been completed and the inclusion of solar panels, no affordable housing is proposed.

The unadopted access road is a shared surface used by large commercial vehicles, primarily two local businesses, parked cars, and pedestrians. Increased development would substantially raise traffic levels, increasing the risks at the nearby level crossing and impacting highway safety. Parking restrictions, e.g. double yellow lines, would be necessary if the road is adopted to prevent obstruction and maintain emergency access.

HTC remains concerned about the feasibility of adopting the road due to multiple ownership, noting that partial adoption is not practical. Without adoption, there is a clear risk of deterioration and resulting safety issues, the road needs to be in good order to enable emergency services access. Furthermore, should WBC approve the proposed new road, HTC requests clear information on the long-term management of the road (if unadopted) and shared infrastructure such as SUDs, along with formal approval and inspection of the road construction to ensure appropriate standards are met therefore removing any uncertainty at completion.

Proposed: Cllr Carlson

Seconded: Cllr Keates

Resolution: HTC objects *to this planning application based on the following reasons:*

- The proposal is inconsistent with, and not aligned with, the Hungerford Neighbourhood Development Plan (NDP), particularly in relation to the required housing mix set out in Policy HUNG01.
- The scheme represents an overdevelopment of the site. The original permission was for three properties, which was more appropriate to the character and capacity of the location. The current proposal effectively provides one two-bedroom dwelling and six four-bedroom dwellings rather than the stated three-bedroom units, as bathrooms are proposed in the loft areas of the larger units so the loft rooms can very easily be used as main bedrooms. As a result, we can see these being sold as four-bedroom properties resulting in further over-intensification of the site.
- Parking provision is a significant concern, partly because of the overdevelopment with 4-bedroom houses. Additionally, several dwellings are located some distance from their allocated parking spaces, raising a strong likelihood that residents and visitors will park informally in non-designated areas.

- The currently unadopted “public” road operates as a shared surface and is used by very large commercial vehicles accessing an industrial unit, informally for parking by canal users and commuters, and by pedestrians accessing the canal via a public right of way. Any intensification of development will result in a substantial increase in traffic, likely more than doubling movements compared with the existing permission. Additionally, the nearby level crossing is recognised as a higher-risk location. Any increase in traffic using the unadopted and substandard access road, without appropriate mitigation, would heighten the potential for conflict and accidents and would therefore adversely affect highway safety.
- There is a clear need for parking controls, such as double yellow lines, on the to-be-adopted existing public road to prevent indiscriminate parking, protect the condition of the road, and ensure that emergency vehicles can maintain access.
- The Highways Authority has referenced the potential adoption of the road; however, Hungerford Town Council (HTC) questions how this could be achieved given third-party ownership constraints. It is not feasible to adopt only part of a road where ownership is fragmented, and it must be a requirement for any development that any damage done in the course of construction would have to be reinstated in full.
- If the road cannot be adopted there is a real risk that it will be allowed to deteriorate, creating potential issues for emergency vehicles. It is our view that if it cannot be adopted no planning permission should be given.
- Should West Berkshire Council (WBC) be minded to approve the application, HTC requests a clear and unambiguous agreement on the long-term management of the access road if not adopted, and on the long-term management of any shared services such as SUDs and the management of sewage, which is not clear and is required given the increase number of houses.
- Given recent experience HTC requests that in respect of the road proposed to be built with the site, WBC formally approves the road specification and undertakes inspections during its construction to ensure it meets appropriate standards and to avoid any possibility of doubt at the completion of construction.
- The site lies within a Conservation Area in the North Wessex Downs National Landscape and is located adjacent to the canal, nearby marshland, and the Site of Special Scientific Interest (SSSI) at Harvey’s Meadow. Whilst acknowledging the opinion of the Conservation Officer, HTC disagrees with the conclusion and considers that the proposed design is not in keeping with the established character and sensitivity of the Conservation Area or the wider North Wessex Downs National Landscape.

EP2026046 Case Officers Reports – none

Meeting ended 7.59pm