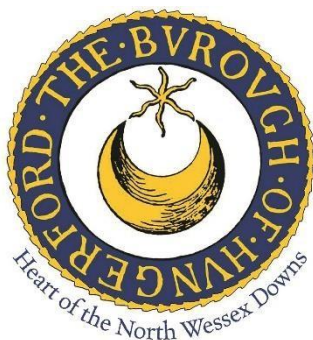


# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Environment and Planning Committee** meeting held on Monday 10<sup>th</sup> August 2026 at 7.00 pm in the Library, Church Street, Hungerford.

**Present:** Cllrs Fyfe, Cole, Mulholland, Hall, Keates, Terry, Day, Brunning and Edginton

**Also in attendance:** Town Clerk (TC) and Cllr Reed

The minutes are recorded in the order agenda items were discussed.

**EP2026066 Apologies for absence** – Cllrs Hudson, Carlson and Armstrong, and District Cllr Gaines

**EP2026067 Declarations of interest** - none

**EP2026068 Approval of Minutes held on Monday 13<sup>th</sup> July 2026 and update on actions:**

**Proposed:** Cllr Hall

**Seconded:** Cllr Mulholland

**Resolution:** Minutes agreed as a true representation of the meeting held on 13<sup>th</sup> July 2026.

**ACTION:** Add a note to item at top of page three, that consultation is not a requirement.

## **UPDATE ON ACTIONS:**

Blue Plaques, and Chestnut Walk are on the agenda so will be discussed under their relevant agenda items. The defib action has been completed.

**7 dwellings at Station Yard** - Cllr Fyfe advised that it is now 37 days with no response to his request for information. Perhaps a freedom of information request is needed as there is a requirement to respond. The SUBs condition is in the process of being resubmitted for the fifth time. Cllr Fyfe will be meeting with Laura Callan at West Berks Council (WBC) who is investigating the case. We wish to know if the properties are connected to Thames Water, where is the trench for the pipework or is there a bore hole.

*Note: The action on the Enterprise Centre from the previous minutes was not discussed.*

**EP2026069 Co-opt Cllr Edginton to Environment & Planning Committee**

**Proposed:** Cllr Keates

**Seconded:** Cllr Terry

**Resolution:** Co-opt Cllr Edginton to the Environment and Planning Committee

**EP2026070 Any Health & Safety issues or concerns** – Cllr Fyfe raised the state of the canal tow path as an issue due to the amount of litter and dog excrement being dumped. The clerk has written to Canal & River Trust (C&RT) about the boats staying longer than they should. It is important all fly tipping is reported, and we should look for any names/addresses on the rubbish to identify who is responsible. The canal tow path is a public right of way.

**ACTION:** Write to Kofi at WBC to report the fly tipping and put in place an escalation process. Also write to C&RT. Forward them both photos of the evidence. Highlight the problem on social media.

**EP2026071 Blue plaques, progress with application and decision on style and font**

Listed Building Consent is being progressed. Cllr Brunning had prepared mock-ups of proposed plaque styles and fonts for consideration. The blue plaques are 48.26cm in diameter.

**Proposed:** Cllr Keates

**Seconded:** Cllr Hall

**Resolution:** Agree to use Open Sans font as it is easiest to read, with the HTC logo in colour at the top on die cast metal as cheaper. Any marketing text should be removed.

**EP2026072 Hungerford Railway Station Car Park/Suds 26/01381/COND/Suds** was not discussed.

**EP2026073 Chestnut Walk update –**

West Berkshire Council's proposal is to bring the former Chestnut Walk Care Home back into use as temporary supported accommodation. The proposal includes the refurbishment of the existing building to provide short-term accommodation for households experiencing homelessness, those at risk of homelessness, and people fleeing domestic abuse. As this proposal could have a significant impact on the local community, residents are encouraged to take the opportunity to review the plans and submit their views.

**How to take part**

If you'd like to **formally express** your support, record a neutral position or lodge an objection to the current planning application, you **must** do so via [Planning Portal using the reference 26/00555/REG3](#) by **midday on Thursday, 30 August 2026**.

If you'd like to **comment generally or on matters that are not material to the statutory planning process**, please either email [cwconsultation@westberks.gov.uk](mailto:cwconsultation@westberks.gov.uk) or write to Chestnut Walk Consultation, Mr Mitchell Vieira, West Berkshire Council, Market Street, Newbury, Berks RG14 5LD by **5pm on Friday, 28 August 2026**.

West Berks Council will also be holding a public forum, including responses to key themes identified during this consultation and a **question and answer in the evening of Thursday, 3 September 2026**. The time and venue of this will to be confirmed with two weeks' notice.

If you have any questions about the consultation, please email [cwconsultation@westberks.gov.uk](mailto:cwconsultation@westberks.gov.uk)

**ACTION:** Councillors will collate their concerns and questions for the consultation.

**EP2026074 Review status of Aldi application** - West Berkshire Council has confirmed that the Aldi planning application has been withdrawn due to differences between requirements of its Highways department and the developers plans. However, they are confident that a revised application will be resubmitted. Hungerford Town Council supported the application and remains keen to see the development progress. We would also like to reassure residents that our request for a pedestrian crossing was **not** the reason the application was withdrawn

**EP2026075 Planning Applications**

a)

**Ref:** 26/01315/FUL

**Address:** 26 Charnham Street, Hungerford, RG17 0EJ

**Proposal:** Removal of existing porch, the change of use of No. 26 from part retail/part residential (A1/C3) to full residential use (C3), in the form of three apartments (incl. internal/external alterations). Change of use of garden cottage, and orangery for retail use (A1) to full residential use (C3), in the form of three dwellings for persons over 55 years of age (incl. internal/external alterations). Demolition of existing brick building, and the erection of a dwelling for persons over 55 years of age within associated grounds. Provision to be made for on-site car/cycle parking, turning space, amenity space, hard and soft landscaping (incl. tree removal), refuse/recycling storage and alterations to existing boundary wall. Section 73a application to vary condition 2 'Approved Plans' of Planning Permission 16/03205/FULD.

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

**Proposed:** Cllr Keates

**Seconded:** Cllr Mulholland

**Resolution:** No objection.

- b) **Ref:** 26/01625/CERTE  
**Address:** Tower View, St Lawrence Square, Hungerford, RG17 0HB  
**Proposal:** Application for a Lawful Development Certificate for an Existing Use: Use of building as separate dwelling independent to Old Cottage  
**Link:** No information on Portal other than address – Certificate for Lawfulness  
**ACTION:** Report to WBC that there are no documents available on the planning portal so HTC could not comment.

- c) **Ref:** 26/01275/HOUSE  
**Address:** 39 Church Street, Hungerford, RG17 0JH,  
**Proposal:** Proposed new first floor dormer window to rear elevation with associated alterations.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**Proposed:** Cllr Fyfe  
**Seconded:** Cllr Mulholland  
**Resolution:** No objection.

**EP2026076 Western Area Planning Committee Updates** – Cllr Cole reported that HTC attended the meeting and spoke in objection against Everland Road, however planning was approved.

**EP2026077 Case Officers Reports.** The following were noted.

- a) **Ref:** 26/00975/HOUSE  
**Address:** 2 Leverton Hungerford RG17 0TA  
**Proposal:** New detached garden outbuilding in the rear garden ancillary to the purpose of the main house.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Granted  
**HTC:** No Objection
- b) **Ref:** 26/01064/HOUSE  
**Address:** 6 Macklin Close Hungerford RG17 0BY  
**Proposal:** Proposed conversion of rear stores. New pitched roof to replace existing flat roof. New open porch to front entrance.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Approved  
**HTC:** No objection
- c) **Ref:** 26/01080/HOUSE  
**Address:** 45 Kennedy Meadow Hungerford RG17 0LR  
**Proposal:** Proposed single storey rear extension and associated internal alterations.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Approved  
**HTC:** Support
- d) **Ref:** 26/01240/PACOU  
**Address:** 125 High Street, Hungerford RG17 0DL  
**Proposal:** Application to determine if prior approval is required for a proposed: Change of use of the second floor only from ancillary retail space (Class E) to form 1 apartment.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Prior approval Not Required

**HTC:** No comment required

- e) **Ref:** 26/01055/FUL  
**Address:** 20 - 22 High Street Hungerford RG17 0NF  
**Proposal:** Proposed external render to first floor walls with horizontal cladding to bay window. Replace all first-floor windows.  
Existing rear flat roof to form new roof terrace with iron railings and external stair access from courtyard.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Approved  
**HTC:** No Objection
- f) **Ref:** 25/01203/FULMAJ  
**Address:** 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)  
**Update:** Withdrawn
- g) **Ref:** 26/01192/CERTE  
**Address:** 6 Lourdes Crescent Hungerford RG17 0GY  
**Proposal:** Certificate of Lawfulness of Existing Use for extension built in 2021.  
**Link:** [Planning Documents \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)  
**WBC:** Refused  
**HTC:** No comment

Meeting ended 7.46pm