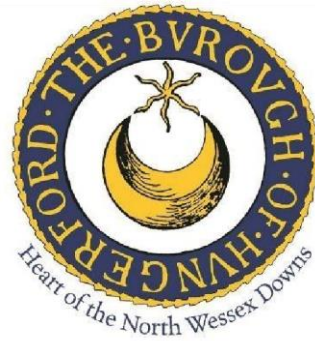


HUNGERFORD TOWN COUNCIL

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Draft MINUTES of the **Environment and Planning Committee** meeting held on Monday 11th August 2025 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Cole, Fyfe, Simpson, Winsor, Carlson, & Mulholland

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

EP2025047 Apologies for absence - Cllrs Hudson, Keates, Armstrong & Brunning

EP2025048 Declarations of interest – Cllr Carlson (**EP2025051**)

EP2025049 Approval of Minutes of the Meeting held on Monday 14th July 2025 and update on actions.

Update on Actions: TC's action from E&P meeting 9th June to request WBC facilitate public consultation preferably in the town Hall is no longer required following the meeting with WBC Planning Department. Request from Cllr Cole for DTC to take over the initial preparation of the presentation slides for E&P meetings

Proposed: Cllr Carlson

Seconded: Cllr Simpson

Resolution: Minutes agreed as true representation of meeting held Monday 14th June 2025 with no outstanding actions.

EP2025050 Report and discussion of meeting with Philippa Venables 6th August 2025

Cllr Cole invited an update from Cllrs on the meeting. Summary provided:

- Aim of the meeting was to increase working together and to ensure we are providing the required information when submitting Consultee Comments
- Positive meeting with a range of tips & links to their website and portal provided
- Ensure as Consultees we have a 'voice' and our decisions are heard and acted upon
- Request feedback from planning re any concerns or objections recorded by HTC
- WBC shared the challenges they face with changes to guidance, legislation & staffing shortages
- Planning infrastructure bill will present challenges and potentially see a reduction in the actions available to District Cllrs
- HTC can give their 'opinion' to residents if they have planning queries but never 'advice' as we are not planning consultants
- HTC to continue to provide Consultee comments 'object' or 'approve' and outline any concerns
- Cllr Gaines to arrange an appointment with Henry Oliver, Director of North Wessex Downs AOB

EP2025051 Planning Enforcement and Planning Breaches

- Lancaster Park / Bewley Homes
- 14 – 16 High Street (Queen Anne House)

Lancaster Park - Cllrs questioned:

- It was noted that one resident had told enforcement team that an agreement had been reached
- Enforcement confirmed there is currently no open case for Lancaster Park despite having been told not to close the case as the appropriate final checks had not been made
- Cllr Gaines has taken photographs of the trees, hedges and wild flower meadow – parts are in very poor shape. Approx 10-15% of trees are dying/dead due to some still being wrapped in plastic, lack of watering. They had been replaced but not cared for. District Cllr Gaines confirmed the following actions:
 - Will consult legal for next steps and will check if enforcement team have been there recently
 - Will ask enforcement not to close the case
- Bewley Homes – partial hand over by way of the appointment of the Managing Agent (to collect fees) but leaving the ownership still in the hands of Bewley, leaving residents footing the bill but not in control. This was not what was envisaged in the contract. Currently 3 years into a 5-year agreement so action needs to be taken before this occurs.
- The roads will not be handed formally handed over to WBC (Bewley have stated this was never the plan) and WBC will not accept as they are not proven to be 'of adoptable' standard.
- It was noted that Bewley Homes should be making improvements but this is not happening and the roads have been handed over to Highways but neither the roads nor the lights have been adopted.

Actions:

- District Cllr Gaines to liaise with Lee Goodall, Head of Enforcement
- Following a recent meeting, HTC to provide a letter of support to WBC following a recent meeting with residents

Queen Anne House

- Previous action has been taken to investigate possible planning breaches; no current action is planned by Planning/Enforcement
- WBC confirmed no evidence of planning breaches
- HTC to continue to monitor

Action: District Cllr Gaines to ask a Conservation Officer to review the case

Cllr Gaines mentioned a new planning application has been submitted to Kintbury Parish for Hungerford Park Estates but HTC has not received it (as a neighbouring parish)

Actions: District Cllr Gaines to email Planning Application for Hungerford Park to HTC (and DTC to send an email reminder)

EP2025052 Consider applications and locations for Blue Plaques in Hungerford

Cllrs recall that a list had previously been produced of properties of notable residents who have lived in Hungerford and a record of what they were famous for. HTC office to locate the list (if held) and develop further. No decision made regarding any further actions until list is compiled.

Action: HTC to compile a list of relevant properties

EP2025053 Discuss and agree to bird guards for solar panels due to problems with pigeons accessing the area

Cllrs discussed the pigeon situation in Hungerford and previous actions taken. A quote for a Falconer has been received £8,000. Town & Manor have also considered this but have decided not to proceed. Previous options also explored include contraceptives, false eggs and the use of dovecotes.

Bird guards for solar panels – WBC confirmed there is no legislation for this and HTC can only recommend it. Planning is often required for solar panels and it was suggested that ‘solar panels’ be put forward to be included in the Local Plan at WBC.

Cllrs agreed no further action can be taken at the moment.

Action: DTC to write to Laura Callan, Service Lead for Planning to request solar panels be included in the local plan for WBC.

EP2025054 Planning applications:

a) Ref: 25/01558/FORMB

Applicant: Street Record, Wantage Road, Newtown, Hungerford

Proposal: Consent under Section 37 of the Electricity Act 1989 to install or keep installed an electric line above ground. To replace 11 existing poles with taller 11m poles to support the change in overhead cable. The overhead cable being replaced will be BLX and approx. 750m of overhead cable.

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

Proposed: Cllr Cole

Seconded: Cllr Fyfe

Resolution: HTC notes this application. AIF with 1 abstention

b) Ref: 25/01724/HOUSE

Applicant: 5 Tarrants Hill, Hungerford, RG17 0BL,

Proposal: Proposed side extension to convert existing conservatory with associated internal alterations.

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

Proposed: Cllr Winsor

Seconded: Cllr Carlson

Resolution: HTC has no objection – as long as the criteria set out in paragraphs 5 & 6 of The National Planning Policy Framework and Policy CS14 & CS13 respectively of the West Berkshire Core Strategy 2006-2026 are adhered too. In summary:

- No demolition or construction works shall take place outside the hours of 7:30am to 6:00pm Mondays to Fridays; 8:30am to 1:00pm Saturdays
- No work shall be carried out at any time on Sundays or Bank Holidays
- No deliveries by heavy goods vehicles associated with the demolition and construction operations shall be taken at or despatched from the site before 09.30 or between 14:45 and 15:45 on any given Monday to Friday
- No parking by a school entrance

EP2025055 Case Officers Reports

Cllr Cole read out the summary of decisions from WBC for each planning application:

a) Ref: 25/01189/ADV

Applicant: 6 - 7 High Street, Hungerford, RG17 0DN

Proposal: Changing of WHSMITH brand to TGJones. Like for Like replacements

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

WBC: Granted

HTC: HTC had no objection to the planning application

b) Ref: 24/02810/FULMAJ

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

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)

WBC: Granted

HTC: Objected

c) Ref: 25/01316/HOUSE

Applicant: 20 Moores Place, Hungerford, RG17 0JS

Proposal: Please refer to photos of the dilapidated state of the property for reference. Also please refer to 3D rendering as shared.

1. Demolish existing garage and construct new single storey timber building on existing footings.

New roof line to have parapet and internal flat roof concealing a solar array.

2. Demolish and side/rear wraparound extension.

3. Rebuild new full wraparound to front side and rear and replace the defective porch.

4. Remove the south end chimney.

5. Add solar panels to the East and West roof lines. This will be complimented by installing EV charging point on drive.

6. Room for at least 3 car parking spaces with landscaping to the front garden. Rear garden to be landscaped.

7. Replace south boundary fence with like for like timber panels.

8. Render to be applied to extensions.

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

WBC: Granted

HTC: HTC objected to the planning application due to:

- Design is not in keeping with the local area or adjacent buildings
- Materials used are not in keeping with the adjacent building nor buildings in the local areas

d) 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)

WBC: Approves

HTC: HTC strongly objects to the application to modify the planning obligation – 17/0306/FULD – Erection of 7 dwellings with associated new bin/cycle store, access road, landscaping and parking. The applicants Viability Assessment 22 Feb 25 ‘attached to the application’ was not available to HTC – and asked for an explanation as to why it was not on the WBC Website.

Meeting ended 8.13pm