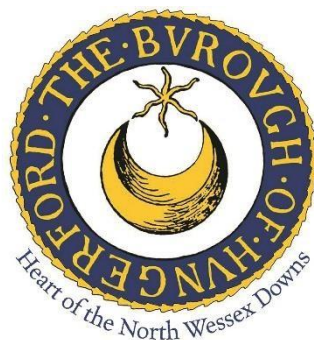


HUNGERFORD TOWN COUNCIL

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Draft MINUTES of the **Environment and Planning Committee** meeting held on Monday 13th July 2026 at 7.00 pm in the Library, Church Street, Hungerford.

Present: Cllrs Fyfe, Hudson, Cole, Armstrong, Mulholland, Hall, Keates & Terry.

Also in attendance: Deputy Town Clerk (DTC), District Cllr Vickers, a prospective councillor, representatives from DPDS regarding EP2026059, John Ryder regarding EP2026060 & the Owner of 26/01192/CERTE.

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

The DTC requested permission from those present to record the meeting to assist with the preparation of the minutes. No objections were raised and consent was granted.

The Chair welcomed all those present to the meeting and thanked members for attending.

EP2026056 Apologies for absence – Cllrs Day, Brunning, Carlson, Gaines & Benneyworth

EP2026057 Declarations of interest - none

EP2026058 Approval of Minutes held on Monday 8th June 2026 and update on action:

Actions listed on draft minutes were confirmed as completed.

Station Yard, Station Road

Cllr Fyfe confirmed that he was still waiting for a response from West Berkshire Council (WBC) regarding the HTC's FOI request. Cllr Cole asked if there were any comments, no received and Mr L Durrant (LD) was invited to speak.

Mr Durrant confirmed that he submitted the original application but noted that the current application had radically changed the construction to metal frames, noting how unusual this is in the UK but widely used in Japan.

The original build was traditional design, but that company went out of business. Cllr Fyfe confirmed that the site had 4 planning applications submitted over the years and the houses should not be occupied due to issues with SUDs yet 3 of the properties are occupied.

ACTION: District Cllr Vickers will look into this and chase for a response noting that the properties cannot be sold until issues are resolved and that the SUDs planning conditions cannot be discharged by lawyers.

Cllr Cole thanked Cllr Fyfe.

Proposed: Cllr Keates

Seconded: Cllr Terry

Resolution: Minutes agreed as a true representation of the meeting held on 8th June

EP2026059 Everland Road Presentation, Les Durrant (DPDS) & Matt Hedger, MD of Clere Homes (see attached presentation)

Les Durrant (Clere Homes) addressed the Council, acknowledging HTC's objections to the application and confirming that the application has been called in for as it is likely to receive approval. Cllr Cole reiterated HTC's strong concerns regarding the proposal and noted that members had recently attended a site visit.

Mr Durrant explained that this would be Clere Homes' first development in Hungerford. As a local company, with Director Matt Hedger recently moving to the area, Clere Homes is committed to delivering high-quality homes built to a high specification and with a strong sense of local pride. Discussion focused on the increase in the number of dwellings from the previously approved three-home scheme to seven homes under the current application. Mr Durrant stated that the proposed density remains below the levels permitted under the updated planning framework.

It was confirmed that all trees along the canal and those on the site boundaries will be retained.

Regarding Everland Road, Clere Homes proposes resurfacing the road, although it cannot be adopted as it is not a public highway. Mr Durrant advised that the road would be constructed to an adoptable standard and maintained by a management company. The management company would also be responsible for:

- Road maintenance and drainage;
- Landscape maintenance; and
- Waste management arrangements.

Cllr Cole raised concerns based on previous developments where similar commitments had not been fulfilled. Mr Durrant reiterated that the road would be built to adoptable standards and noted that the application was due to be considered by the Planning Committee on Wednesday with a recommendation for approval.

Cllrs discussed the uncertainty surrounding ownership of Everland Road and stressed the importance of ensuring that the road is built to a sufficiently robust standard to accommodate construction traffic and future use.

Matt Hedger confirmed that Saxon Industries would not be required to contribute towards road maintenance costs. He advised that the road would be resurfaced and that he would also investigate the installation of a new fence for Saxon Industries. Mr Hedger further confirmed he intends to retain direct involvement in the management company alongside his team. As a local resident and sole director, he felt a personal responsibility to ensure the development was well managed and maintained.

In response to concerns about future issues such as potholes and waste collection, Mr Hedger confirmed that the road would not be used as a turning circle for large vehicles and that both the road and properties would be constructed to a high standard. Future residents would become members of the management company and contribute towards maintenance costs through service charges.

It was confirmed that the Section 106 Agreement has not yet been completed. Although discussions had taken place with housing associations regarding the affordable housing requirement, none had expressed an interest in taking on a single affordable dwelling within the development.

Cllr Fyfe expressed disappointment that, as a statutory consultee, HTC had not been consulted directly by West Berkshire Council and stated that this appeared inconsistent with the Council's stated procedures. (since noted this in not a requirement).

During discussion of Section 106 contributions, Mr Hedger suggested that funds paid into the authority's carbon reduction pot could potentially be allocated, in part, for local projects determined by HTC. District Cllr Vickers noted that this would require a specific legal agreement.

Mr Durrant advised that the parking provision complies with West Berkshire Council's requirements, with most spaces located adjacent to or close to the properties where site constraints, including retained trees, prevented alternative arrangements.

The proposed development comprises:

- Six 5-bedroom houses, each with two attic rooms; and
- One 2-bedroom house.

Approximately 17 parking spaces are proposed, in line with current guidance.

Whilst Cllr Hudson maintained that the proposal does not accord with HTC's Neighbourhood Development Plan, Mr Durrant argued that it is consistent with the current national planning framework, which encourages housing development close to existing settlements and transport links. He further stated that the proposed housing mix was considered more appropriate for local demand.

In closing, Cllrs noted wider market changes affecting housing development. Mr Hedger commented that the originally approved three-dwelling scheme was no longer financially viable and that the revised proposal was necessary to make the development deliverable.

Cllr Cole thanked Les Durrant for his presentation and Mr Hedger for attending.

EP2026060 Employment Land / Employment Centre, John Ryder (see attached presentation)

Cllrs discussed the concept of an Enterprise Centre in Hungerford and the potential benefits for local employment and business growth. Existing examples of enterprise centres and business parks were discussed, including facilities in Newbury and elsewhere in West Berkshire.

Cllrs agreed that this would be a good idea for the Town and for it to be located ideally in the town centre to enable residents to access it on foot, cycle rather than by car/bus but agreed that before pursuing the idea further, there should be greater clarity regarding:

- The purpose of the centre.
- The types of businesses it would support.
- Whether it would include training facilities, start-up units, co-working space, or business development services.
- Possible locations and land requirements.

Sites suggested as examples were the Queen Anne House in the High Street and Charnham Park.

Concern was expressed that enterprise centres elsewhere have struggled to attract occupiers, highlighting the need for market research. Cllrs noted the importance of having a list of potential projects ready should funding opportunities arise acknowledging the potential for increasing jobs in the local area. D. Cllr Vickers suggested contact is made by HTC with the Economic Development Officer, and it was suggested that this be added to Cllr Fyfe's list of potential projects that would benefit Hungerford.

ACTIONS:

- Cllr Hudson to liaise with the Economic Development Officer regarding enterprise centre opportunities
- Cllrs Hudson & Armstrong to develop an outline/scope document for inclusion on Alistair's list of potential future projects

Cllr Cole thanked John Ryder for the information and guidance provided.

EP2026064 Western Area Planning Committee Meetings – Chestnut Walk (discussed separately to Everland Road which is covered later at the meeting due to residents being in attendance)

Cllrs were informed that the Chestnut Walk application had been withdrawn from the Western Area Planning Committee agenda.

Cllrs expressed concerns regarding a lack of consultation from WBC to HTC regarding this application as well as the following requesting that any public consultation should not take place during August due to holiday absences with September being agreed a more appropriate timescale.

D. Cllr Tony Vickers advised that:

- The application itself had not been withdrawn.
- Portfolio Holder D. Cllr Denise Gaines intends to arrange a public meeting/town hall discussion because significant changes had been made to the proposal late in the process.
- The application is expected to return to committee following further consultation in September.

Concerns were raised about:

- Lack of clarity regarding 24-hour supervision
- Long-term management arrangements
- Funding of operational support
- Accountability should management arrangements change in future
- Concerns over the multiple access points to the site and agreed a single point of entry would be advisable
- Potential vulnerabilities (including drugs and alcohol) associated with neighbouring properties and footpaths
- Security measures and CCTV arrangements

Further concerns were raised about:

- Catchment area of future occupants
- Impact on local services and availability
- Potential pressures on police and other public services
- HTC supports further consultation before any planning determination and agree a list of specific concerns and questions will be prepared for the proposed Town Hall meeting. Residents' representatives will prepare

headline points should the application return to Western Area Planning Committee where 2 residents will be able to speak.

ACTIONS:

- Request to be made that the Public Consultation takes place after August, preferably in September.
- Residents' representatives to prepare a consolidated list of concerns and questions and send to HTC
- Cllrs to collate concerns and questions for discussion at the future consultation event
- D. Cllr Gaines to confirm date for consultation process and meeting in the Town Hall

Cllrs Cole & Keates thanked residents for coming to the meeting and raising their concerns so concisely.

EP2026061 Any Health & Safety issues or concerns – none reported

EP2026062 Blue plaques, update application form and font

DTC provided and update on progress regarding the proposed blue plaque at the Arcade.

It was reported that:

- Contact had been made with Adrian Gilmore
- Draft application paperwork has been completed on his behalf for review, and he is pleased with the content
- Listed Building Consent will be progressed by DTC on his behalf
- The property owner supports the proposal

ACTIONS:

- DTC office to follow up regarding donation arrangements
- Cllr Brunning to prepare mock-ups of proposed plaque styles and fonts for consideration at the next meeting
- DTC to ensure donation arrangements are clarified with the property owner

EP2026063 Applications

a) **Ref:** 26/01165/LBC

Address: 100 High Street, Hungerford, RG17 0NB

Proposal: This application is to be read in conjunction with our application for a new build house which is to be located on the backland site behind 100 High Street. In order to achieve the necessary width we have been asked by the traffic engineer to remove two of the brick arches that form the entrance to the site through 100 High Street. This listed building consent follows a previous approved listed building consent for the same work which was granted in 2016 (along with the approved application for the new dwelling to the rear) which has since elapsed.

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

Cllrs reviewed the Listed Building Consent application relating to alterations associated with the proposed development at the rear of 100 High Street noting that:

- LBC hadn't been requested so has now been submitted with Cllr Cole stating that it applied mainly to the front of the building rather than the building of house behind and related to the removal of a pillar

- HTC's previous objections remain valid
- Concerns remain regarding the impact on the street scene and conservation area
- Questions remain regarding ownership and party wall matters
- Historic conservation documentation appears not to have been adequately referenced

Proposed: Cllr Cole

Seconded: Cllr Armstrong

Resolution: HTC objected to the application

b) **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)

HTC considered the Certificate of Lawfulness relating to an existing extension and recognised that:

- This type of application is based on factual evidence rather than planning merits
- Cllrs had no evidence to dispute the facts presented as the owner had been invited to attend a previous meeting but did not attend
- Previous planning and appeal history were noted and recorded that the appeal had been lost by the owner

Cllr Cole invited the owner to speak after being made aware of her presence. She explained a brief history of the application confirming she had thought it 'permitted development' as another property had a conservatory (which do come under permitted development) but planning refused to accept this.

Proposed: Cllr Cole

Seconded: Cllr Keates

Resolution: HTC 'no comment'

c) **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)

Cllrs reviewed proposals for a second-floor flat at 125 High Street and noted:

- No significant planning concerns were identified
- Consultee comments were generally supportive
- Highway and environmental matters had been addressed appropriately

Proposed: Cllr Fyfe

Seconded: Cllr Terry

Resolution: No objection

d) **Ref:** 26/01044/FUL

Address: Hungerford Rugby Club, Triangle Field, Priory Road, Hungerford

Proposal: Installation of one container onto the car park area alongside 2 containers previously given planning permission under application 25/02200/FUL in September 2025. The store is to house the tractor and attachments to manage the preparation and grass cutting for the pitches.

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

Proposed: Cllr Fyfe

Seconded: Cllr Hall

Resolution: No objection

EP2026064 Western Area Planning Committee Meetings – Everland Road (additional information)

In addition to the discussion earlier in the meeting following Les Durrants presentation, Cllrs Cole & Terry confirmed they will attend and speak on behalf of HTC. Cllr Cole asked Cllrs what they wanted them to say.

It was agreed that the following points will be raised:

- HTC's NDP has been ignored
- The site is being overdeveloped
- Parking on the road will be a long-term issue
- Concern over potholes, state of the road and cost of future repairs

It was noted that the markets have changed since HTC's NDP was produced and Cllrs noted the positives of the improvements to the road, the sustainability of the properties e.g. heat pumps and given that MH is a local developer he will want to showcase the development.

Cllrs confirmed that ownership of the land and between the railway and the proposed development is unknown.

D. Cllr Vickers confirmed he would ask WBC to liaise with Land Registry to put the road on record and to contact the owner.

EP2026065 Case Officers Reports

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

Address: Nationwide Building Society|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 \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning-documents)

WBC: Granted

HTC: Hungerford Town Council objects to this planning application and must support Highways comments.

We will be writing separately to Nationwide Building Society about alternatives.

Concern was raised regarding the proposed location of a defibrillator cabinet outside Nationwide due to possible pedestrian obstruction.

ACTION:

- The Mayor to discuss alternative positioning with Nationwide and Cllr Terry to accompany the Mayor during discussions.

b) **Ref:** 26/00624/FUL

Address: Oaklands SEN School Berkshire Ltd| 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 \(westberks.gov.uk\)](https://www.westberks.gov.uk/planning)

WBC: Approved

HTC: No objection

c) **Ref:** 26/00661/COND

Address: Hungerford Railway Station Car Park Station Road Hungerford

Proposal: Approval of details reserved by Conditions (5) HMMP and the statutory Biodiversity Gain Plan, (6) Ground Levels and FFLs and (7) SuDS of planning permission 24/00823/FULMAJ: Erection of 42 residential dwellings, alongside associated access works (including formation of new access from Station Road), parking, landscaping, open space, drainage and other associated works

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

WBC: West Berkshire Council hereby APPROVES IN PART and REFUSES IN PART the details submitted in relation to the condition(s) specified

HTC: Support original planning application 24/0083/FULMAJ: No objection

The Chair thanked attendees for their contributions, particularly residents who attended to discuss the Chestnut Walk proposal.

Meeting ended 9.05pm

EP2026059

Everland Road Presentation



Everland Road, Hungerford

On behalf of Clere Homes



July 2026 Everland Road, Hungerford

Introduction

Clere Homes is a family-owned property development company based in Hungerford, Berkshire. They specialise in delivering high-quality rural homes that complement and enhance their surroundings.

Their philosophy: *'To build beautiful, thoughtfully designed homes that elevate the local area and offer exceptional value for future homeowners.'*



Clere Homes Development at Speen Lane, Newbury (External Views)

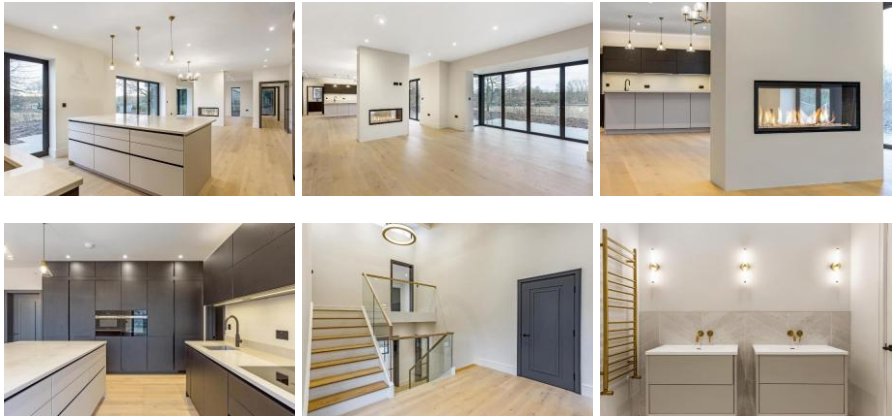


July 2026 Everland Road, Hungerford

Introduction



Clere Homes Development at Speen Lane, Newbury (Internal Views)



Site Images



Figure 1. Photo of canal and trees, showing the northern boundary of site



Figure 2. Photo of existing trees within the site



Figure 3. View of Everland Road looking south from the canal bridge

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July 2026 Everland Road, Hungerford

Site Images



Figure 4. View of northern boundary of site visible through hedge



Figure 5. Image of mature trees to be retained on site

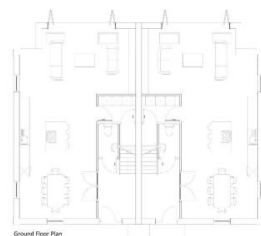


Figure 6. View of the subject site from Everland Road

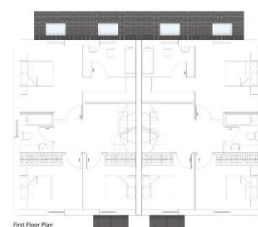
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July 2026 Everland Road, Hungerford

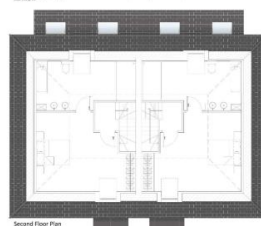
Semi-Detached Plans



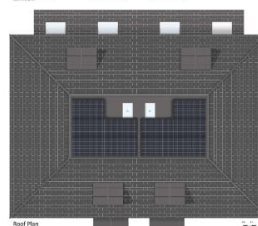
Ground Floor Plan
1/4000



First Floor Plan
1/4000



Second Floor Plan
1/4000

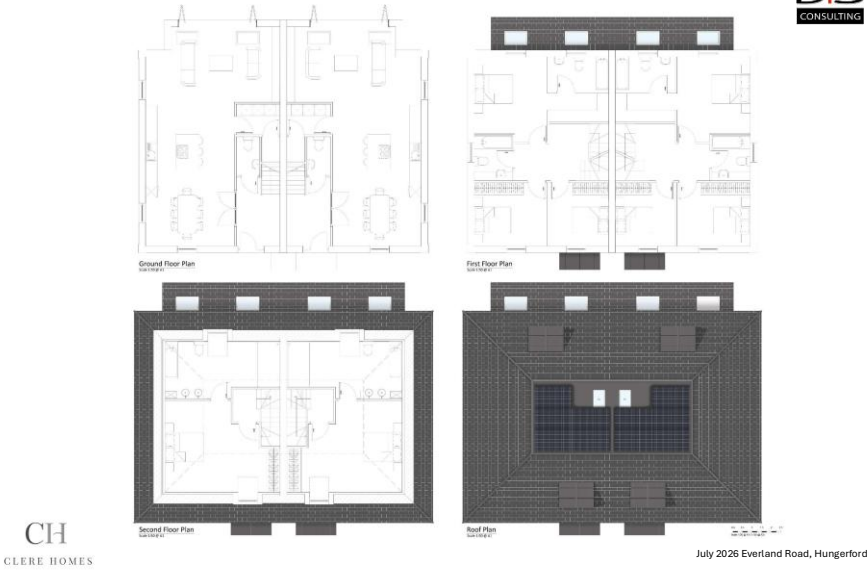


Roof Plan
1/4000

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Semi-Detached Plans



Semi-Detached Elevations



Gatehouse Plans & Elevations



CGI of proposed scheme



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CGI of Semi-Detached (Day-to-Night Visualization)



Daytime View



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CGI of Semi-Detached (Day-to-Night Visualization)



Nighttime View



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CGI Ariel View of the Proposed Scheme



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P2026060 Employment Land / Enterprise Centre

Enterprise Land / Employment Centre



