



Minutes of the Full Council Meeting

Held on Monday 17th April 2023 in the Wilkins Centre, Compton. Commencing at 7:00 pm.

Members Present: Councillor Dave Aldis, Chair
Councillor Rebecca Pinfold, Vice-Chair
Councillor Jude Cunningham
Councillor Alison Strong
Councillor Sharon Tiller
Councillor Ian Tong (from 7:03 pm)

Members Absent: Councillor Stephen Dearn
Councillor Linda Moss

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: District Councillor Carolyne Culver
1 Member of the Public

Minutes

22/23-257 To receive, and consider for acceptance, apologies for absence from Members of the Council
Resolved: To accept apologies from Councillors Stephen Dearn and Linda Moss.

22/23-258 To receive any declarations of Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests and to consider any requests for dispensation from Members declaring a Disclosable Pecuniary Interest
Councillor Cunningham declared an interest in 22/23-265, planning application 23/00686/HOUSE.

22/23-259 To receive:
Questions or comments from members of the public regarding items on the agenda
Representations from any member who has declared an Other Registerable Interest or a Non-Registerable Interest
There were no questions, comments or representations.

22/23-260 To approve the Minutes of the Full Council Meeting held on 21st March 2023
 Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chair signed the minutes.

22/23-261 To discuss any matters arising from the previous meeting
 There were no matters arising.

Councillor Tong arrived.

22/23-262 To receive a report from the District Councillor
 West Berkshire Council has planted trees on Shepherds Mount and Burrell Road but it was noted that there was no consultation with adjacent residents nor information on how they will be maintained.
 CC attended a task group meeting to discuss health provision on major new developments.

22/23-263 To review the minutes and recommendations from the following committees:

Committee	Meeting Date	Minute Numbers	Recommendations
Planning	None		
Personnel	None		

22/23-264 To receive an update and review recommendations from the following working parties:
 Digital – The Digital Working Party was requested to research obtaining council email addresses for each councillor.
 Sports Pavilion – CCTV is now installed and the council needs to review its CCTV policy.

22/23-265 Planning Applications :

22/23-265.1 To consider the following new planning applications:

The following five applications, all relating to the Institute for Animal Health, were discussed together.

- **23/00711/COND Institute For Animal Health, High Street, Compton, RG20 7NN**
 - Application for approval of details reserved by condition 18 Part A (Contaminated Land) of approved 20/01336/OUTMAJ - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet

building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.

- **23/00713/COND Institute For Animal Health, High Street, Compton, RG20 7NN**
- Application for approval of details reserved by Condition 21 (Ecological Mitigation and Enhancement Plan) of planning permission 20/01336/OUTMAJ - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.
- **23/00716/COND Institute For Animal Health, High Street, Compton, RG20 7NN**
- Application for approval of details reserved by Condition 20 (Construction Environmental Management Plan) of planning permission 20/01336/OUTMAJ - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.
- **23/00718/COND Institute For Animal Health, High Street, Compton, RG20 7NN**
- Application for approval of details reserved by Condition 19 (Construction Method Statement) of planning permission 20/01336/OUTMAJ - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access

and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.

- **23/00719/COND Institute For Animal Health, High Street, Compton, RG20 7NN**
-Application for approval of details reserved by conditions 16 (Archaeological Supervision) and 17 (Building Recording) of planning permission 20/01336/OUTMAJ - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area.

Resolved: To object to all five applications and to submit the response given in Appendix 1 along with the additional comments provided by the council's consultants Fowler Architecture and Planning given in Appendix 2.

23/00686/HOUSE 9 Newbury Lane, Compton, RG20 6PB - Proposed two-storey front and side extension and part two-storey part single storey rear extension.

Resolved: To submit a response of no objections.

22/23-265.2 To consider whether to request the District Councillor calls in any planning applications to the Western Area Planning Committee

Resolved: To request the District Councillor calls in applications 23/00711/COND, 23/00713/COND, 23/00716/COND, 23/00718/COND and 23/00719/COND.

CC confirmed she would have to ascertain whether applications relating to conditions could be called in and would call them in if this were permitted.

22/23-265.3 To consider whether to refer any planning applications for further response from the Council's planning consultants

Resolved: To ratify that the Council's planning consultants were consulted on planning applications 23/00711/COND, 23/00713/COND, 23/00716/COND, 23/00718/COND and 23/00719/COND prior to the meeting.

Resolved: To refer planning applications 23/00627/OUTMAJ and 23/00794/COND, both relating to the Institute site, to the planning consultants prior to a planning committee meeting being scheduled to discuss these applications.

22/23-265.4 To receive a report on recent planning decisions taken by West Berkshire Council
The following decisions have been reported by West Berkshire Council since the last Parish Council meeting:

- 20/01336/OUTMAJ Institute For Animal Health, High Street, Compton, Newbury RG20 7NN - Hybrid planning application seeking: 1) Outline planning permission (all matters reserved with the exception of access), for development comprising of up to 160 residential units (Class C3), the provision of landscaping, construction of access and street lighting, car and cycle parking, other associated infrastructure, sustainable drainage systems, engineering works and mitigation measures including the construction of internal roads. The proposal includes at least 1.75 hectares of employment land (Class B1) associated with the retention of the Intervet building and a playing field (Class D2) associated with the retention of the existing Cricket Pitch. 2) Full planning permission for the demolition of existing buildings, structures and hardstanding along with preparatory works including earthworks, remediation, utility works and associated mitigation measures. The change of use of land including the creation of public open space and wildlife area. Outline permission granted.
- 23/00109/HOUSE Downe Cottage, Ilsley Road, Compton, Newbury RG20 7PG - Side extension including demolition of sunroom. Approved.
- 23/00061/LBC 1 Horn Street, Compton, Newbury, RG20 6QS - Replacement and upgrading of insulation to pitched roof of former single storey Forge element. Approved.
- 23/00316/FUL 1 - 2 Ilsley Gardens, Ilsley Road, Compton - Rear ground floor extension to No.1 and No.2 Ilsley Gardens. Rear first floor extension to No.2 Ilsley Gardens. General internal alterations to both. Approved.
- 22/02049/HOUSE 34 Shepherds Mount, Compton, RG20 6QZ - First floor extension over garage, single storey extensions to front and rear, Insulated render finish to house. Withdrawn.

22/23-266 Finance:

22/23-266.1 To consider approving the payments listed on the Finance Report

Resolved: To approve the payments listed in the Finance Report in Appendix 1.

22/23-266.2 To note the most recent bank reconciliations

Resolved: To note the bank reconciliation figures as provided in the Finance Report in Appendix 1.

22/23-266.3 To receive any reports from the Internal Controller

The Internal Controller has reviewed the accounts up to the end of March 2023.

22/23-267 To receive the Clerk's report

It was noted that 7 Councillors will be elected uncontested at the May election. 8 Councillors were originally announced by West Berkshire Council, however, due to errors in the application process, one position will be readvertised for election once

the May election has completed. The Council will also have one vacancy to which it can co-opt.

- 22/23-268 To consider investing funds in the CCLA Public Sector Deposit Fund**
Resolved: Not to invest in the CCLA Public Sector Deposit Fund at this time, and to review this decision in six months.
- 22/23-269 To receive an update on vandalism and anti-social behaviour (ASB) in the village**
There were no updates.
- 22/23-270 To receive reports on the following**
Rights of Way – Byway 2 in currently in a poor condition and will be reported to West Berks Council.
- 22/23-271 To discuss matters for future consideration and for information**
The Council would like to congratulate Compton FC who have won the North Berks War Memorial Cup.

There being no further business, the meeting was closed at 8:29 pm.

Date and time of next scheduled meeting:

Full Council Meeting: Monday 22nd May 2023 at 7 pm

Chairman: _____

Date: _____

Appendix 1: Response to Planning Applications 23/00711/COND, 23/00713/COND, 23/00716/COND, 23/00718/COND and 23/00719/COND

Compton Parish Council has sought professional advice from Thrings LLP in order to formulate the below response to the above listed applications.

Compton Parish Council objects to all five applications listed above. Compton Parish Council does not consider this to be a full and open consultation due to the points below:

23/00711/COND Condition 18 Part A (Contaminated Land)

- The cover letter refers to a “remediation and earthwork strategy” submitted to discharge this condition, but this is not available on the portal.
- The Ground Report details the investigations and confirms the presence of a significant number of contaminants, in line with the expectations of the Geo Desk Study. Remediation is dealt with at a high level only. Details are apparently set out in the “remediation strategy” which has not been published. This should be made available and consulted on before a decision is made.

23/00713/COND Condition 21 (Ecological Mitigation and Enhancement Plan)

- The only thing provided is a cover letter. The detailed document is not available on the Council portal, and therefore cannot be subject to consultation. It is unclear if this information has actually been submitted and therefore whether the condition can be appropriately discharged at this time.

23/00716/COND Condition 20 (Construction Environmental Management Plan)

- This only seeks to deal with the remediation phase, not the construction phase, and therefore can only be a partial discharge – again, the condition does allow phased discharge.
- Conflicts with information provided under Condition 19 on site speed limits (5mph here, and 10 in the other document) and the Council should ask for the documents to be consistent.
- It contains a number of risk assessments which detail any issues arising should be dealt with in the remediation phase. These are largely generic in nature. West Berkshire Council needs to be satisfied that these details are sufficient given the history of the Site, before it can discharge these conditions. There is very little specific about contaminants and how these will be dealt with (likely because this is dealt with under condition 18) but consistent approaches are key.

23/00718/COND Condition 19 (Construction Method Statement)

- The nature of the works assessed is limited to the works to render the site suitable for use and demolition – not the construction phase but the condition does allow phased discharge.
- Anticipation of 20-40 people arriving in cars or vans – a “large car park” will be required. No external parking to be permitted.
- HDV access to be avoided between 8 and 9am and 2.30-3.30pm to avoid clashes with school
 - A “preferred haulage route” is identified
 - No restriction on the use of the preferred haulage route – other “non-preferred routes” could be used and no details of how school run peak time avoidance will be enforced and the Council should be asked to confirm how this will be restricted.

23/00719/COND Conditions 16 (Archaeological Supervision) and 17 (Building Recording)

- Only a covering letter has been provided which states that a written scheme of investigation has been approved by the County Archaeologist. That scheme is not provided on the Council portal and so cannot be subject to consultation. It is not clear that the scheme has actually be submitted to the Council as Local Planning Authority which is a requirement of the conditions attached to the permission.

Please note that further advice has been sought from Fowler Architecture and Planning and which should be taken into account with regards to these applications. This document is attached.

Compton Parish Council wishes to highlight that it has had to seek legal advice, at a cost to the council and therefore the residents of Compton, in relation to these applications and therefore stresses that it requires a response to this submission. The council should not be required to pay for legal advice to ensure that applications for this site contain the required information.

Please ensure that Compton Parish Council is consulted on all applications related to this site in future, including ones that seek to discharge conditions.

Appendix 2: Additional Comments to Planning Applications 23/00711/COND, 23/00713/COND, 23/00716/COND, 23/00718/COND and 23/00719/COND

Application No. 23/00711/COND

This application seeks to partially discharge condition no. 18 of planning permission 20/01336/OUTMAJ.

In particular, it seeks the Council’s approval in respect of criterion (a) of the said condition.

Condition no. 18(a) states the following:

“Contaminated land (investigation and remediation) No phase of the development* hereby granted outline planning permission, demolition, or ground works associated with the change of use, shall take place until a scheme to deal with contamination at the site has been submitted to and approved in writing by the LPA. The above scheme shall take account of the suggested mitigation in the Environment statement and:

(a) Include an investigation and risk assessment. A report of the findings shall: identify the nature and extent of any contamination on the site (irrespective of its origin); include an assessment of the potential risks to human health, property, and the environment; and include an appraisal of remedial options, and proposal of preferred option(s)”.

The Covering Letter submitted as part of the discharge of condition application notes the following:

A full list of documents submitted is set out in Table 1 below. These were included in Environmental Statement Volume 2 Appendices 12.1, 12.2 and 12.3. Please note that these documents remain unchanged and therefore have already been approved by West Berkshire Council.

Document Name	Prepared By	No. Parts for Upload
Geo Environmental Desk Study	Aecom	4
Ground Investigation Report	Aecom	6
Remediation and Earthworks Strategy	Aecom	1

Homes England is keen to progress with the demolition works to remove the ongoing health and safety risks of unoccupied buildings and to clean up this contaminated site. We would therefore appreciate a decision in a timely manner. If you have any queries on the information submitted, please find my contact details in the footer on the front page.

It would therefore appear that the submitted documents have already been approved by the Council during the course of the original application, as the Environmental Statement Volume 2 is cited as an approved document at condition no. 7 of planning permission 20/01336/OUTMAJ.

Assuming that nothing has changed on the site since the reports were prepared in 2019, then it would seem that the submitted information is sufficient to discharge condition no. 18(a) (albeit the Remediation and Earthworks Strategy was not available to view on the Council’s

website), particularly as the Council have approved this information already.

Application No. 23/00713/COND

This application seeks to formally discharge condition no. 21 of planning permission 20/01336/OUTMAJ.

Condition no. 21 states the following:

“Ecological Mitigation and Enhancement Plan No phase of the development hereby granted outline planning permission, demolition, or works associated with the change of use hereby permitted shall take place until an Ecological Mitigation and Enhancement Plan has been submitted to and approved in writing by the Local Planning Authority. The plan shall take account of the suggested mitigation in the Environment Statement and include adequate details of the following: (a) Description and evaluation of features to be managed and created. (b) Aims and objectives of management. (c) Appropriate management options to achieve aims and objectives. (d) Prescriptions for management actions. (e) Preparation of a costed schedule for securing biodiversity enhancements in perpetuity. (f) Ongoing compliance reports, monitoring and remedial measures. (g) How the habitat enhancements will be managed long term to ensure a net gain legacy. (h) Measures to build biodiversity into the design of the new dwellings, providing details of location and design of features, e.g. bird and bat boxes integrated into buildings, bat lofts, fence holes for hedgehogs, access points for badgers, ponds for amphibians, banks for bees. (i) Description of how the developer expects to ensure no impact on protected species on site during construction and through scheme design. (j) Sensitive Lighting Strategy during construction and once the site is in operation (to minimise adverse impacts on bat species present). (k) A biodiversity net gain calculation demonstrating at least 10% net gain. Proposed enhancements should be based on the recommendations of the ecological reports submitted in support of this application. With the exception of ongoing measures after construction no part of the development shall be brought into use, or dwelling occupied, until the mitigation measures have been provided in accordance with approved details for each phase”.

The Covering Letter submitted as part of the discharge of condition application refers to an ‘Environmental Mitigation and Enhancement Plan – Demolition’ that has been prepared by Aecom. However, this has not been uploaded onto the Council’s website.

We therefore have no observations to make in respect of this application.

We can comment further should the said document be made available to us.

Application No. 23/00716/COND

This application seeks to formally discharge condition no. 20 of planning permission 20/01336/OUTMAJ.

Condition no. 20 states the following:

“No phase of the development hereby granted outline planning permission, demolition, or ground works associated with the change of use shall take place (including vegetation clearance) until a Construction Environmental Management Plan (CEMP) (phased as appropriate) has been submitted to and approved in writing by the local planning authority.

The CEMP shall take account of the suggested mitigation in the Environmental Statement and include the following:

- (a) Risk assessment of potentially damaging construction activities.***
- (b) Identification of "biodiversity protection zones".***
- (c) Practical measures (both physical measures and sensitive working***
- (d) practices) to avoid or reduce impacts during construction (may be***
- (e) provided as a set of method statements).***
- (f) The location and timing of sensitive works to avoid harm to biodiversity***
- (g) features including protected species.***
- (h) The times during construction when specialist ecologists need to be present on site to oversee works.***
- (i) Responsible persons and lines of communication.***
- (j) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person.***
- (k) Use of protective fences, exclusion barriers and warning signs.***

The approved CEMP shall be adhered to and implemented throughout the development works or phase thereof strictly in accordance with the approved details, unless otherwise agreed in writing by the local planning authority”.

The discharge of condition application is supported by a Construction Environmental Management Plan that has been prepared by our contractors Cognition Land and Water Ltd.

Observations as follows:

- Paragraph 3.1 – this refers to works starting in November 2022. Presumably this is an error;
- Table 1 – contact email addresses and phone numbers are not included. These may have been redacted;
- Paragraph 3.3.1 – contact details at the Council have not been included;
- Paragraph 4.1 – this refers to *potential* compound, which suggests that the location may change;
- Paragraph 4.1.1 & 4.1.3 – this refers to the site speed limit being 5mph. This is different to the Construction Method Statement (CMS (see below)), which refers to the site speed limit as being 10mph;
- Paragraphs 4.1.1 & 4.1.3 – this refers to deliveries being outside of peak times. However, the Drivers Induction in the CMS notes that permitted delivery times will be between 8am

and 4:30pm;

- Section 4.1.2 – there is a blurry plan at the end of this section but it is not clear what this is. Earlier in the report there is reference to a Site Compound Plan at Section 5, but no plan is included at Section 5;
- Section 4.1.5 – this section doesn't refer to the additional hoarding proposed at the entrance of gate I, as referred to at Section 3.1.6 of the CMS;
- Section 4.1.6 – this section notes that working hours on Saturday start at 8am, whereas the CMS states 8:30am. Also, the report makes reference to no working on Bank Holidays, but this is not stated in the CMS (Section 2.1.1);
- Section 5.1 – this doesn't refer to the implementation of the CMS;
- Section 6.2 – the first paragraph makes no reference to working on a Saturday;
- Table 6 – this makes reference to demolition works and hedgerow removal being undertaken outside bird nesting season. It is worth noting that this usually runs between February/March and July/August;
- Table 7 – as per the CMS, this now refers to the site speed limit being 10mph and not 5mph, as stated earlier in the document; and,
- Table 8 – this refers to there being no wheel wash, as per the CMS.

In terms of addressing the requirements of the condition:

- (a) Risk Assessment - this is referred to at Section 5.3. However, the condition requires a Construction is not included within Cognition's scope of works, as such, a risk assessment of potentially damaging construction activities has not been included. risk assessment in respect of potentially damaging construction activities. It is noted at Section 5.3 that it states the following:
- (b) Biodiversity Protection Zones – there is no reference to Biodiversity Protection Zones in the report;
- (c) Avoiding/Reducing Impacts during Construction – this is covered throughout the report;
- (d) This criterion appears to form part of criterion (c);
- (e) This criterion appears to form part of criterion (c);
- (f) Location and Timing of Sensitive Works – this is referred to at Section 7.1 and Table 6 of the report;
- (g) This criterion appears to form part of criterion (f);
- (h) Timings for Specialist Ecologists – please refer to Section 7.1 and Table 6 of the report;
- (i) Responsible Persons and Lines Communication – this is referred to at Section 3 of the report;
- (j) Ecological Clerk of Works – this is referred to at Table 1 of the report; and,
- (k) Protective Fences, Exclusion Barriers and Warning Signs – there are numerous references to fencing, barriers and signage within the report.

Application No. 23/00718/COND

This application seeks to formally discharge condition no. 19 of planning permission 20/01336/OUTMAJ.

Condition no. 19 states the following:

“No phase of the development hereby granted outline planning permission, or ground works associated with the change of use to parkland, shall take place until a Construction Method Statement (CMS) (phased as appropriate) has been submitted to and approved in writing by the Local Planning Authority. Thereafter the demolition and construction works for that phase shall incorporate and be undertaken in accordance with the approved CMS. The CMS shall take account of the suggested mitigation in the Environmental Statement and include measures for:

- (a) A site set-up plan during the works;***
- (b) Parking of vehicles of site operatives and visitors;***
- (c) Loading and unloading of plant and materials;***
- (d) Storage of plant and materials used in constructing the development;***
- (e) Erection and maintenance of security hoarding including any decorative displays and/or facilities for public viewing;***
- (f) Temporary access arrangements to the site, and any temporary hard-standing;***
- (g) Wheel washing facilities;***
- (h) Measures to control dust, dirt, noise, vibrations, odours, surface water run-off, and pests/vermin during construction;***
- (i) The proposed method of piling for foundations (if any);***
- (j) A scheme for recycling/disposing of waste resulting from construction works;***
- (k) Hours of construction and demolition work;***
- (l) Hours of deliveries and preferred haulage routes;***
- (m) Ensuring public rights of way are kept open and unobstructed throughout the development***
- (n) Lighting of areas and construction compounds”.***

The discharge of condition application is supported by a Construction Method Statement (CMS) that has been prepared by our contractors Cognition Land and Water Ltd.

Observations as follows:

- Section 1.1 – this refers to a Traffic Management Plan. I am assuming this is a typographical error as the report is a Construction Method Statement;
- Section 1.2 – this refers to the site being within Plymouth, which is clearly an error. It also refers to Drawing No. 12991-GIS003C, which I could not find within the report;
- Programme of Works – this refers to the proposed start date being within February 2023. This is presumably incorrect; and,
- Site Traffic Requirements – the condition requires measures to be included for wheel washing facilities. However, the CMS notes that *“no wheel wash will be required, although a jet wash may be positioned at the front gate if required”.*

In terms of addressing the requirements of the condition:

- (a) Site Set Up Plan – this is included at Appendix A;
- (b) Parking for Site Operatives and Visitors – this is referred to at Section 4.1, and illustrated on the drawings included at Appendix A;
- (c) Loading and Unloading of Plant and Materials – this is referred to at Sections 5.2 and

5.2.1;

- (d) Storage of Plant and Materials – it is not clear within the CMS where plant and materials will be stored on site;
- (e) Security Hoarding - this is referred to at Section 3.1.6, and illustrated on the Site Set Up Plan included at Appendix A;
- (f) Temporary Access Arrangements and Temporary Hardstanding – there is no reference to this within the CMS;
- (g) Wheel Washing – see previous point above;
- (h) Measures to control dust, dirt, noise etc..... - aside from measures to control dirt, this is all covered off at Section 7.4 of the CMS;
- (i) Method of Piling for Foundations – there is no reference to this within the CMS;
- (j) Recycling/Disposing of Waste - this is referred to at Section 4.3 of the CMS;
- (k) Hours of Construction and Demolition Work – these are referred to at Section 2.1.1 of the CMS;
- (l) Hours of Deliveries and Preferred Haulage Routes - this is referred to at Section 4.2 and the Drivers Induction (Appendix A) of the CMS. A Preferred Haulage Route Plan is included at Appendix A;
- (m) Public Rights of Way - this is referred to at Section 3.1.8 of the CMS; and,
- (n) Lighting - this is referred to at Section 3.1.7 of the CMS, albeit appears vague in terms of the positioning of the lighting and its specification.

Application No. 23/00719/COND

This application seeks to formally discharge condition no's 16 and 17 of planning permission 20/01336/OUTMAJ.

Condition no. 16 states the following:

“Archaeological supervision No phase of the development hereby granted outline planning permission, demolition, or ground works associated with the change of use, shall take place until the applicant has secured the implementation of a programme of archaeological work (phased as appropriate) in accordance with a written scheme of investigation which has been submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall incorporate and be undertaken in accordance with the approved statement for each phase”.

Condition no. 17 states the following:

Building recording No phase of the development hereby granted outline planning permission, or demolition, or ground works associated with the change of use, shall take place within the application area until the applicant has secured the implementation of a programme of building recording in accordance with a written scheme of investigation which has been submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall incorporate and be undertaken in accordance with the approved statement for each phase”.

The Covering Letter submitted as part of the discharge of condition application refers to a 'Written Scheme of Investigation' (WSI) that has been prepared by Aecom. However, this has

not been uploaded onto the Council's website.

We therefore have no observations to make in respect of this application, other than to note that the Covering Letter states that the WSI has *"been discussed with and approved by the County Archaeologist prior to the submission of this application"*.

We can comment further should the said document be made available to us.

Appendix 3: Finance Report

Status at last bank reconciliation 31st March 2023

Account	Amount
Unity Trust Current Account	£5,203.80
Unity Trust Savings Account	£98,944.39
Lloyds Multipay Corporate Card	-£121.00
Total	£104,027.19

Income received until 10th April 2023

Account	Income Detail	Amount
Current	West Berkshire Council Members' Bid Funding	£1,118.24
Current	Allotment rent	£34.50
Savings	Interest	£545.43
Total		£1,698.17

Payments made on Lloyds Corporate Card to be approved

Method	Date	Payee	Payment Detail	Amount
CC	04-Jul-22	Lloyds	Monthly card fee	£3.00
CC	26-Mar-23	Microsoft	Software	£11.28
CC	29-Mar-23	Amazon	Descaler	£11.48
CC	03-Apr-23	Lloyds	Monthly card fee	£3.00
Total				£28.76

Payments from Unity Trust Current Account to be approved

Method	Date	Payee	Payment Detail	Amount
DD	30-Sep-22	Unity Trust Bank	Bank charges Q2	£18.00
DD	29-Dec-22	Nexus	Software	£45.12
BACS	27-Mar-23	Hop Til You Drop	Deposit for Coronation entertainment	£125.00
BACS	06-Apr-23	Staff Costs	Staff costs March	£1,729.48
BACS	17-Apr-23	AD Clark	Grounds maintenance March	£698.60
BACS	17-Apr-23	West Berks Council	Refuse disposal 22/23	£1,058.48
BACS	17-Apr-23	Enerveo	Street light maintenance Q4	£748.99
BACS	17-Apr-23	ICCM	Membership 23/24	£95.00
BACS	17-Apr-23	ICCM	Training	£180.00
BACS	17-Apr-23	Scribe	Finance software 23/24	£561.60
BACS	17-Apr-23	West Berks Council	Compilations April Printing	£376.39
Total				£5,636.66

Transfers

Method	Date	From Account	To Account	Amount
None				
Total				£0.00