



Stratfield Mortimer Parish Council

Minutes of the Meeting of the Planning & Highways Committee held on Thursday 16 July 2026 at Mortimer Methodist Church Hall, West End Road, Mortimer, RG7 3TB

Present

Members

Cllrs G Bridgman, S Child, D Kilshaw, M Lock, D Morsley and J Todd (Chairman).

Other Councillors

Cllr D Backhouse arrived 19:20 and Cllr K Strong arrived 19:25 for next F & GP meeting.

Officers of the Council

S Taylor

Public/Press

No members of the public or media attended.

Commencement

The meeting commenced at 18:45

Part I

26/034 Apologies

Apologies were received from Cllrs M Dennett and S Hill. No apology was received from Cllr J Allan.

26/035 To receive any declarations of interest

None were declared.

26/036 Public Questions

No members of the public were present.

26/037 Minutes of last meeting

The Minutes of the Planning and Highways Committee Meeting held on 25 June were received with no amendments and resolved for signature by the Chairman as a true record of the meeting.

26/038 Chairman's remarks

Cllr Todd had no remarks.

26/039 Items to be taken into private session

Cllr Bridgman proposed that part of agenda item 26/040.2 To receive an update from the Basingstoke and Deane Local Plan Steering Group be taken into private session due to the confidential nature of the matter to be discussed.

Resolved unanimously.

26/040 Steering Group Reports

1 To receive an update from the Neighbourhood Plan Steering Group.

Cllr Todd reported that we had heard back from West Berkshire Council and that in their opinion we did not need a Strategic Environmental Assessment, but it has gone out to three consultees, and this process takes five weeks. During those five weeks the NPSG can start preparing for Regulation 14. Cllr Todd thanked Tennant Barber and Bob Coe for all their work.

2 To receive an update from the Basingstoke and Deane Local Plan Steering Group.

Cllr Kilshaw reported that Basingstoke and Deane announced that they are unlikely to meet the government's deadline to submit its Local Plan due to the fact that South East Water cannot guarantee it can supply enough water for new homes and has asked for an extension. The Council may need to recommence the Regulation 18 consultation process.

A discussion was held regarding the future of the Basingstoke and Deane Local Plan, and it was agreed that the Chairman would write to the Englefield Estate, at an appropriate time, concerning the proposed development at West End Farm.

26/041 Schedule of Planning Applications for consideration

1 26/01234/HOUSE: 35 The Avenue Mortimer Common Reading RG7 3QU

Erection of a two-storey side extension, partial two-storey rear extension, and single-storey rear extension. Installation of 3no. rooflights and alterations to the roof form including the addition of gable features to the front and rear elevations. Extension and alteration of the existing bay window roof to continue across the front elevation, with associated changes to fenestration and external appearance.

SMPC Comments: Stratfield Mortimer Parish Council considered the plans for this application at the meeting of its Planning & Highways Committee held on 16 July 2026 under Agenda Item 26/041.1. The Committee supports the comments of the Highways Officer and notes the amended plan showing three parking spaces. In light of this, the Parish Council has no objection to the application.

2 26/01394/HOUSE: 10 Damson Drive Mortimer Reading RG7 3WZ

Retrospective single-storey rear conservatory extension.

SMPC Comments: Stratfield Mortimer Parish Council considered the plans for this application at its Planning & Highways Committee meeting on 16 July 2026 under agenda item 26/041.2 and had no objections. The committee would like to note that the West Berkshire Council interactive map is incorrect and does not match the red boundary line on the Location Block plan document.

26/042 Schedule of Planning Applications to note

1 26/01306/NONMAT: 16 Groves Lea Mortimer Reading RG7 3SR

Non-Material Amendment to planning permission 26/00119/HOUSE: GARAGE CONVERSION AND SINGLE STOREY REAR EXTENSION. Amendment: PROVIDE PARAPET WALL TO THE PERIMTER OF THE APPROVED REAR FLAT ROOF EXTENSION.

2 26/01363/TPW: 64 West End Road Mortimer Common Reading RG7 3TH

T1- Oak: Located in back garden. Remove any major deadwood, re-balance canopy due to a historical stem/limb failure scaffold limb on east side of the tree. Reduce by 2-3 metres to a suitable growth point due to over extension. Re- balance west side of canopy by 1-2 metres to form asymmetrical crown.

T2 - Oak: On the drive at the front of the property. Remove epicormic growth on main stem to 4-5 metres. Remove deadwood and tip reduce limbs towards house by 1 metre to encourage new growth

T3 - Oak: at the front of the property close to the road side. Remove major deadwood that poses a risk to the footpath. Reduce canopy by 1 metre to encourage new healthy growth.

3 26/01301/CERTP: Laburnums 11 King Street Mortimer Common Reading RG7 3RS

Retrospective loft conversion.

#The Committee noted the above applications.

26/043 Planning Applications for Future Consideration

To note any further new application, which will become agenda items in due course:

1 26/01453/HOUSE: The Havethuset Mortimer Hill The Street Mortimer Reading RG7 3PW

Detached garage building.

26/044 Items for information only

1 Decisions received from West Berkshire Council

1 26/01355/5DAY: 40 Stephens Road Mortimer Common Reading RG7 3TU

Removal of 2x dead Oak Trees

NO OBJECTION RAISED – 1 July 2026.

2 26/01246/NONMAT: 57 The Avenue Mortimer Common Reading RG7 3QU

Application for a Non-Material Amendment Following a Grant of Planning Permission 25/02396/HOUSE. Amendments: Omit single storey rear extension and part of rear first floor roof extension. Internal layout changed with garage becoming hobby room and kitchen moved. 'Oriel' window added to ground floor SW corner.

APPROVED – 6 July 2026.

3 26/01306/NONMAT: 16 Groves Lea Mortimer Reading RG7 3SR

Non-Material Amendment to planning permission 26/00119/HOUSE: GARAGE CONVERSION AND SINGLE STOREY REAR EXTENSION. Amendment: PROVIDE PARAPET WALL TO THE PERIMTER OF THE APPROVED REAR FLAT ROOF EXTENSION
APPROVED – 9 July 2026.

4 26/00748/HOUSE: 8 Cleveland Nook Mortimer Common Reading RG7 3WE

Loft conversion featuring front and rear gable-dormer windows.

APPROVED – 10 July 2026.

SMPC Comments: Stratfield Mortimer Parish Council considered the plans for this application at its Planning & Highways Committee meeting on 4 June 2026 under agenda item 26/009.1 and had no objections

5 26/00773/HOUSE: 9 Cleveland Nook Mortimer Common Reading RG7 3WE

Loft conversion featuring front and rear gable-dormer windows.

APPROVED – 10 July 2026.

SMCP Comments: Stratfield Mortimer Parish Council considered the plans for this application at its Planning & Highways Committee meeting on 4 June 2026 under agenda item 26/009.2 and had no objections.

26/045 Action Tracker

To review the Planning Action Tracker, receive an update outlining actions taken since the last meeting.

The Planning Action Tracker was reviewed, with outstanding items discussed and the following actions identified: -

- Cllr Todd and Cllr Morsley to prepare some wording for an email to be sent to WBC regarding the maintenance of the open space at Tower Farm and to ensure that the original planting plan is adhered to.

26/046 Finance

To receive and review the Committee Budget Tracker for Quarter 1 (Document 26-046).

The Planning Budget Tracker was reviewed, and one correction was made following the review.

26/047 Minor Matters

Cllr Child reported that he had read the Flood Risk Assessment and Drainage Strategy for 25/02941/FULMAJ and agreed with the objection raised by the LLFA/SuDS team, noting that insufficient detail had been provided within the submitted document.

26/048 Communications

Nothing to communicate.

26/049 Future Agenda Items

None.

Part II (if needed)

26/050 Exclusion of Public and Press

To pass a resolution under s.1(2), Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from the meeting due to the confidential nature of the item to be discussed.

Cllr Todd proposed.

Cllr Bridgman seconded.

Resolved unanimously

1 To receive an update from the Basingstoke and Deane Local Plan Steering Group

Cllr Bridgman shared a proposed wording for a press release relating to the motion concerning the proposed development of 350 houses at West End Farm, which was

put forward at the West Berkshire Council meeting held on 16 July 2026. The draft press release went to the F & GP meeting for further discussion.

Close

The meeting closed at 19:34