

30 April 2026

FTP Project Reference: FTP/2601/05

Application Reference: 260423

Bulmershe School, Chequers Way, Woodley, Berkshire, RG2 9XA

Full application for the proposed erection of 1 no. detached single storey building to form a new SEND unit with associated landscaping.

1. Introduction

- 1.1 This Technical Note (TN01) has been prepared on behalf of the applicant to respond to comments raised by WBC Highways in relation to the planning application (**260423**) for a new detached single storey SEND unit at **Bulmershe School, Chequers Way, Woodley, Berkshire, RG2 9XA**.
- 1.2 The application was supported by a Transport Statement (TS) dated February 2026 and WBC have requested further information before a recommendation can be made (dated 11 March 2026).
- 1.3 This TN01 reviews the request for additional information and seeks to provide a response to the following points:
 - *Parking; and*
 - *Cycle Parking.*
- 1.4 It is noted that WBC Highways have accepted the trip generation assessment as presented within the TS, which is slightly higher than the trip generation figures presented within the WSTM4 for a secondary school.

2. Parking

- 2.1 In relation to car parking, WBC Highways have stated the following:

"According to the WBC Parking Standards, Secondary School will require one car parking space per full time equivalent staff member, plus one space per 5 post 17-year-old students.

Eight additional staff parking spaces and three dedicated drop-off / pick-up bays and waiting area are proposed. The additional spaces shall be clearly indicated on the proposed plan. The applicant shall also confirm if those parking are dedicated to the propose SEND unit, or additional unallocated spaces to be utilised by the wider site.

While it is uncertain what is the proposed age distribution of the intake each year, the Highways expect there will be post-17-year-old students over the years. The Highways recommend sufficient parking spaces to be provided for the post-17-year-old students. Alternatively, the applicant shall include the School Travel Plan as part of this proposal."

- 2.2 The plan attached at **Appendix A** shows the existing marked parking spaces within the NE car park and highlights the parking spaces which will be signed for staff parking and for drop-off / pick-up. These parking

spaces will be signed and reserved for the SEND unit only and will not be available for use by the wider site during school hours.

- 2.3 The proposals are likely to generate a low number of students over-17 with an expected total of less than 5 17-years olds when operating at full capacity.

- 2.4 In the interests of encouraging sustainable travel, the existing school does not provide car parking for students and any parking on-site is reserved for staff only, with the exception of any student who may have a disabled blue-badge who is required to drive to school.

- 2.5 The school policy in relation to parking is as follows:

"We encourage all students to try to take public transport, walk or cycle to school. Our onsite carpark is for staff only. We have no dedicated area near the school for dropping off or picking up students by car, as the area at the front of reception is reserved for buses and disabled visitors."

- 2.6 As such, it is not deemed necessary to provide dedicated on-site car parking for students of the proposed SEND unit as it would not be in keeping with the existing policies of the school, or in the interest of encouraging sustainable travel. As per the wider school, an allowance will be made to issue a permit to a student who holds a disabled blue-bade and it is deemed necessary for them to travel to school by car.

- 2.7 It is understood that the School is in the process of working with WBC to prepare a School Travel Plan (STP) however given the very low demand for student parking associated with the proposals (less than 1 parking space) it is not considered necessary to secure an STP by planning condition as a result of these development proposals.

3. Cycle Parking

- 3.1 WBC Highways have made the following comments in relation to cycle parking:

"According to the WBC Parking Standards, one long-term cycle parking allocation will be required per 3 students, and one long-term allocation will be required per 5 staff."

"While the applicant suggests there are spare capacity from the existing covered and secure cycle compound, the applicant shall justify the sufficiency of the cycle parking and indicate the cycle compound on the site plan."

- 3.2 The plan attached at **Appendix A** shows the location of the existing cycle compound. It should also be noted that there are other cycle parking opportunities around the school, with a large number of Sheffield stands available close to the main entrance from Leisure Road which are well-used by students (see **Figure 1** below).

- 3.3 The secure cycle compound is within the curtilage of the school as shown on the plan at **Appendix A** and is accessible via the entrance from Chequers Way. The secure store is available to both students and staff and has a total capacity of 180 bikes (90 Sheffield stands).

- 3.4 The photographs at **Figure 2** and **Figure 3** below were taken at 9.15am on 27 April 2026 when all students have arrived at school. At the time of the photographs there was less than 100 bicycles stored within the cycle store which is a typical average for the school.



Figure 1: Photograph Cycle Parking



Figure 2: Photograph Cycle Compound



Figure 3: Photograph Cycle Compound

- 3.5 The photographs above confirm that cycling is a popular mode of transport for students and staff and that there is sufficient spare capacity (in excess of 80 spaces) at all times. On this basis, it is considered that the existing secure cycle compound has suitable spare capacity to accommodate the development proposals and additional cycle parking is not therefore considered necessary.

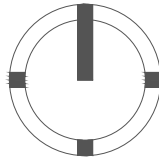
4. Summary and Conclusions

- 5.1 This Technical Note (TN01) has been prepared to respond to comments raised by WBC Highways in relation to planning application (260423) for a new detached single storey SEND unit at **Bulmershe School, Chequers Way, Woodley, Berkshire, RG2 9XA.**

- 5.2 This TN confirms the proposed parking arrangements for the SEND unit and outlines why it is not considered necessary to provide on-site car parking for students over-17.
- 5.3 This TN confirms that there is spare existing cycle parking capacity within the existing secure cycle compound and as such it is not considered necessary to provide additional cycle parking for the proposals.
- 5.4 It is considered that this TN suitably addresses all comments raised by WBC Highways and the development proposals should therefore be considered acceptable on highway grounds.

APPENDIX A

PROPOSED CAR PARK LAYOUT



Bulmershe
Gymnastic Club

Town Ln

Proposed Staff Parking and Drop-off / Pick-Up

Total of 8 dedicated staff parking spaces for SEND unit.

Total of 3 dedicated drop-off / pick-up spaces for proposed SEND unit.

Sports Court

Gray's Cres

KEY:

Proposed Drop-off / Pick-up Spaces

Proposed Staff Parking Spaces



NOTE:

Based on OS Data.
Subject to topographical survey, highway boundary information, site ownership, Stage 1 Road Safety Audit (if required), detailed design and council approval.
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Proposed SEND Unit

Chequers Way

Existing Secure Cycle Compound

Total 180no. spaces.

Kingfisher
Table Tennis

Sports Court



Client

WBC

Project

**BULMERSHE SCHOOL
PROPOSED SEND UNIT**

Title

**PROPOSED SEND UNIT
PARKING LAYOUT**

Drawn

A FIRMIN

Checked

AF

Scale

NTS @ A3

Date

APR 2026

Drawing No.

2601/05 - 01 RevA

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