

3 March 2026

Our Ref: 333101011

Planning Services Wokingham
Borough Council Shute End
Wokingham, Berkshire
RG40 1BN

Dear Christopher

LAND WEST OF HIGH COPSE, SHINFIELD
AMENDED PLANS SUBMITTED ON BEHALF OF UNIVERSITY OF READING

On behalf of our client, the University of Reading, we are pleased to submit a pack of revised suite of plans and technical reports for our planning application (ref: 252018) to Wokingham Borough Council (WBC) for the proposed allotments at Shinfield West. The proposed description of development for which full planning permission is sought is:

“Full planning permission for allotments”

The amended pack is prepared in response to the feedback received from the Council officers during the consultation period.

Please see table 1 (below appended) which is a list of consultee comments received during the consultation period and its respective responses. The responses are prepared by the client's consultant team to address issues related to flood risk and drainage, green infrastructure and landscape. The following statutory consultees have commented on the application thus far:

- SDL Flood Risk
- SDL Green Infrastructure
- SDL Landscape and Trees
- Shinfield Parish Council

The following is a list of amended plans and documents which are submitted along with this cover letter.

- Southern Allotment GA Plan, RG-LD-94 Rev J;
- Arboricultural Impact Assessment, prepared by FLAC, dated February 2026, Ref: CC38-1035;
- Flood Risk and Drainage Strategy, prepared by Abley Letchford, Dated 19th February 2026, Ref: A243-R012A (Plans included at appendix A)

Drainage

In addition to the consultee comments received, a further amendment has been made to incorporate drainage works to the west of the red line boundary. These works are essential to ensure the proper servicing of the southern allotments and fall entirely within land owned and controlled by the University of Reading.

The drainage infrastructure is functionally and operationally tied to the allotment use alone. It does not alter the nature, extent, or impacts of the development within the current application boundary. On this basis, it is reasonably appropriate for these works to be secured through a condition attached to the southern allotment's application (ref. 252018).new application. The University retains full ownership and control over the land required to deliver these works, their implementation can be secured with certainty via a planning condition attached to the southern allotments application (ref. 252018). Please see below proposed condition wording:

Drainage Works

*The drainage works serving the southern allotments shall be carried out in full accordance with the details shown on drawing **A243-AL-101 Rev B** prior to the first use of the allotments, prepared by Abley Letchford Partnership and dated July 2025.*

Comprehensive details of the proposed drainage arrangements are provided within the updated drainage strategy and accompanying plans prepared by Abley Letchford, which confirm that the works can be delivered entirely within the applicant's landholding.

Amendment list

The key changes, in light of the comments received from the Council (a full schedule of the Council's comments and our responses is provided in Appendix 1), are summarised below, aside from the proposed drainage works:

- Hedges have been removed from the layout to reduce long-term maintenance requirements and improve natural surveillance, as requested by the Council.
- Additional hedgerow trees have been introduced along the boundary between the pavilion car park and the allotment site to maintain structure and enclosure.
- The frontage has been strengthened with understorey woodland planting to reinforce and enhance the existing tree line.
- Additional fruit trees have been paired to enable cross-pollination.
- Allotment plots have been realigned to the boundary to accord with Wokingham Borough Council guidance and to allow for potential future extension.
- Two additional water points have been added.
- Eighteen storage sheds have been positioned to the south, outside the Root Protection Area.
- A notice board has been located adjacent to the cycle parking for improved visibility.
- Access path widths have been increased to 3 m.
- The boundary fence is proposed at 2 m in height with rabbit-proofing and anti-climb measures.

Conclusion

Should you require any further information or wish to discuss any aspect of the submission in more detail, please do not hesitate to contact me at Caitlin.daly@stantec.com

Yours faithfully



CAITLIN DALY
Senior Planner
Stantec UK Ltd

Appendix 1 – Consultee Response Table

Table 1: List of consultee comments and respective responses prepared addressing the areas concerned.

Consultee	Date	Comments	Applicant's response
SDL Flood Risk	8/09/2025	No objection. Request further information at the next stage: - Scaled drainage layout of exceedance routing. - Maintenance and management plan. - Evidence of connectivity or agreement to discharge to any third-party assets (e.g., Shinfield Meadows swale)	This information will be provided at the next stage.
SDL Green Infrastructure	14/10/2025	Requests for further information. <u>Allotment area calculation –</u> To clarify whether the 0.73ha includes the area outside of the allotment fencing but within the red line boundary. Recalculate the size based on the area only within the allotment fencing. <u>Planting Scheme –</u> There are 4 fruit trees proposed very close to/overhanging the haulage path. Should be set back further from the path. Edges of growing plot should go right up to fence line. WBC preference is for a 1m wide turf strip between neighbouring plots. Woodland buffer needs to appear on plans to reflect key. There are 3 Acer campestre trees proposed on the edge of the car park. To check if this area can be extended to the west slightly and be planted with hazel instead of Acer? <u>Water Points</u> Two additional water taps should be installed, with one at the southern end of the proposed car park and one close to the northernmost plots. <u>Communal Areas</u> There should be features such as	The total area of the site is 0.73ha, and the allotment space within the fencing is 0.43 ha. The proposed hedges have been removed to reduce long-term maintenance and improve natural surveillance, as requested by the council. Additional hedgerow trees have been introduced along the boundary between the pavilion car park and the allotment site to maintain structure and enclosure. The frontage has been strengthened with understorey woodland planting to reinforce and enhance the existing tree line. Whips to be provided with rabbit protection guards. Additional fruit trees have been paired to allow for cross-pollination. Allotment plots have been aligned to the boundary in accordance with Wokingham Borough Council guidance and to allow for potential future extension. Acer campestre adjacent to the car park has been replaced with Corylus avellana. Two additional water points have been added. 18 storage sheds have been positioned to the south, outside the

		picnic benches and a notice board in a "hub" area. Additionally, there should be provision of a compost toilet, which will encourage growers to stay for longer. <u>Storage for allotment holders</u> There should also be an additional 2 sheds, one for communal tool housing such as a lawn mower for maintenance of turf strips and the second for housing solar battery for tool charging, electric kettles etc. Since the plan includes 16 plots, 18 sheds should be provided. <u>Solar power provision</u> As per the WBC allotment design guide, "the allotment should be fitted with an off-grid solar system to provide growers with renewable power source for using power tools, kettles, charging facilities. The Council would accept a £10,000 contribution to deliver this system post completion". <u>Access Paths</u> Information on the width of haulage paths should be provided. The haulage paths should be 3m wide and consist of MOT type 1 material. <u>Fence</u> Ideally this should be 2m minimum, with anti-climb features, and be fitted with rabbit-proofing dug 40cm underneath ground level along the entire fence line. <u>Long-term provision</u> Provide information on the intention regarding ownership and management of the allotment after completion.	Root Protection Area. A notice board has been located adjacent to the cycle parking for better visibility. Access path widths have been increased to 3m, finished in MOT Type 1. The boundary fence is proposed at 2m height with rabbit-proofing and anti-climb measures Compost toilet has been provided. Picnic benches have not been provided due to space constraint.
SDL Landscape and Trees	25/09/2025	Requests further information. Requires Arboricultural Implications Assessment. Following comments were on Southern Allotment GA Plan (Rev C): • Woodland buffer needs to appear on plans to reflect key. If not relevant it should be removed. • some woodland planting is included in the area between the pavilion car park and the allotment boundary fence which will help strengthen this existing tree group and reinforce the copse type planting found in the wider landscape.	Please find enclosed Arboriculture Impact Assessment prepared by FLAC (ref: CC38-1035), dated February 2026.

		- No planting details are provided for the proposed native hedgerow and will need to be indicated in the planting schedule. - Hedgerow trees should be included within the new hedgerow where not directly adjacent to the allotment plots. - It would be helpful to understand if it is proposed to extend the allotment to the east in the future, as there is no landscape treatment proposed along this boundary.	
Shinfield Parish Council	19/09/2025	Shinfield Parish Council comments the following: - The entrance to the allotments are beyond the parameter gate of High Copse pavilion so access to these allotments would be limited when the gates to the pavilion car park are locked. - It has been repeatedly stated that these proposed allotments would include disabled access plots (using raised beds and a compacted surface to allow people with limited mobility to access and use) and dedicated educational plots for access by Shinfield schools. This is not reflected in the application documents and the Shinfield Parish Council is concerned that these require specific reference.	Access to the Allotments The Parish Council's comments regarding restricted access via the High Copse Pavilion car park are noted. For clarity, the lease applicable to this land includes explicit rights reserves to the landlord that secure full rights of access across the site. These rights include: Use of all roads, tracks, paths and rights of way for the benefit of the landlord's neighbouring property (Clause 4.1(a)). The right to enter the property for any purpose connected with the lease or with the landlord's interest (Clause 4.1(f)). - The ability for the landlord or authorised persons to exercise these rights with or without vehicles, contractors or agents, subject to reasonable notice (Clause 4.3). On this basis, access to the allotments is secured through these reserved rights and is not dependent on the operational status of the pavilion car park gates. The lease provisions ensure that access can be maintained at all reasonable times to enable the permitted use of the allotments. Provision of Disabled and Educational Plots The reference to disabled-accessible and education-focused plots relates to an earlier concept for a significantly larger Community Growing Garden, which was proposed to be managed by a Community Group with Shinfield Parish Council as one of the leading partners. Following confirmation from the Parish Council that they did not wish

			to take on management or control of the allotments, Wokingham Borough Council officers set the scope and specification for the revised scheme. The current application therefore: • Reflects WBC officer requirements for the re-scoped allotment layout; • Meets the obligations set out in the Section 106 agreement for the Shinfield West development; • Provides the level and type of allotment provision currently specified by Wokingham Borough Council as the Local Planning Authority.
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