

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260222
Site Address:	18 Pond Head Lane, Earley, Wokingham, RG6 7ET
Expiry Date:	27 March 2026
Site Visit Date:	24th March 2026
Proposal: Householder application for the proposed erection of a single storey side extension and a two storey rear extension following demolition of the existing conservatory and part demolition of the existing single storey side extension, plus conversion of the garage to habitable accommodation and changes to fenestration.	

PLANNING POLICY	
National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP7 – Biodiversity
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits TB06 – Development of Private Residential Gardens
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY		
Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES	
Internal	
WBC Digital Solutions Scanning- No comments received WBC CIL-No comments received	
External	
None consulted	

REPRESENTATIONS

Parish/Town Council	Earley Town Council raises an objection on the following grounds; - <i>The applicant has failed to demonstrate that the proposed first floor rear extension does not impact the adjoining property 20 Pond Head Lane, to the north of the application property, by shading windows to habitable rooms, contrary to Section R23 of the Borough Design Guide, supported by Policy CP3, to the detriment of the amenity of the occupants of the neighbouring property.</i>
Ward Member(s)	No comments received
Neighbours	1 representation as follows - <i>Can the applicant demonstrate compliance with Section R23 in the Borough Design Guide, with regards to shading of windows to the adjacent property, 20 Pond Head Lane, which lies to the north of the application property.</i>

APPRAISAL

Site Description: The application site comprises a two-storey detached dwelling with associated parking and landscaping, located within a residential area of Earley, Wokingham. Along the left-hand side of the road, properties display a generally consistent design and character, whereas development on the right-hand side exhibits no clear or uniform pattern.

Proposal: This application seeks permission for the proposed erection of a single storey side extension and a two-storey rear extension following demolition of the existing conservatory and part demolition of the existing single storey side extension, plus conversion of the garage to habitable accommodation and changes to fenestration.

The single storey front infill extension would measure approximately 1.8 metres in depth, 2.4 metres in width and 1.4 metres in height. It would provide a new porch and facilitate access to storage space created from the conversion of the existing garage. The single storey side/rear extension would measure approximately 2.9 metres in depth, aligning with the depth of the proposed two-storey rear extension, 2.3 metres in width and 1.7 metres in height. This element would accommodate a new utility room. The two-storey rear extension would measure approximately 3 metres in depth, 7.45 metres in width and 3.2 metres in height. It would provide a new kitchen/breakfast room at ground floor level and two additional bedrooms at first floor level. The extension would be constructed in place of the existing conservatory, which is to be demolished. In addition, the existing single storey side utility room would also be demolished as part of the proposal.

Principle of Development: The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development

Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high-quality design without detriment to the amenities of adjoining land uses and occupiers.

Character of the Area: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

Pond Head Lane and the surrounding area comprises of a mixture of dwellings with variety of consistent and prevailing architectural style or character down the left-hand side. However, the right hand consists of no consistent prevailing architectural style or character. There have been numerous proposals along Pond Head Lane, including two-storey side extensions, and two-storey rear extensions along with raising of the roof that can be seen from the public realm which don't detriment the character of the area.

The National Planning Policy Framework (NPPF) and the National Design Code places significant emphasis on the planning system securing good design. NPPF paragraph 131 states that *"the creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development"*.

Paragraph 139 states that *"Development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes"*.

The proposed extensions would provide a kitchen/breakfast room and utility room to the rear of the dwelling at ground floor level along with a storage room created through the conversion of the existing garage. At first floor level, the proposed two-storey rear extension would facilitate two additional bedrooms, increasing the internal accommodation of the host dwelling. There will be fenestration changes to the front side and rear of the dwelling that will conclude of one additional small window to the front elevation following the removal of the existing window and front door, two additional windows and access point to the host dwelling and three large windows, one small window and two additional access points to the rear.

R23 of the BDG (Borough Design Guide) states that alterations and extensions to buildings should be well designed, respond positively to the original building, contribute positively to the local character and relate well to neighbouring properties.

The application site is modest in size, and the proposed development is welcomed particularly as main bulk of the extension will not be visually prominent to the front of

Pond Head Lane and largely screened by boundary treatment alongside No. 20 Pond Head Lane. Furthermore, As the roof is to be raised, although a change in the roof from to a 2-span roof, the proposed extensions would not exceed the new ridgeline and would make use of the existing hardstanding making this a sympathetic and subservient addition to the host dwelling.

The proposed fenestration changes to the front, side and rear elevation at ground floor level causes no concern regarding overlooking as they are small in scale and the proposed side window positioned on the host dwelling faces a flank boundary wall and would not overlook any primary amenity areas such as patios or the main parts of neighbouring rear gardens. As such, the proposal would not result in a detrimental loss of privacy.

The design of the extensions will utilise materials that relate well to the existing dwelling, as such the proposal will not have a detrimental impact of the street scene and respond positively to the public realm and propose no harm to the character of the area.

Overall, the proposed works would not result in significant harm to the character of the area. Thus, there would be no significant conflict with policy CP3 of the Core Strategy and the advice within the Borough Design Guide.

Neighbouring Amenity: Paragraph 135(f) of the National Planning Policy Framework (NPPF) requires development to secure a “high standard of amenity for existing and future users”. This is reinforced by Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

The proposed extension is positioned marginally away from the side boundary of No.20 Sonning Meadows. As aforementioned the proposed side elevation windows would face the brick flank walls of the adjoining dwelling and would not overlook any primary amenity areas such as patios or the main parts of neighbouring rear gardens. As such, the proposal would not result in a detrimental loss of privacy.

The proposed two-storey rear element would be set away from the shared boundaries and would not result in harmful overshadowing of neighbouring rear windows. To the north, the adjoining property features a single-storey rear element, with its principal rear windows positioned further within the plot, reducing the impact. Additionally, existing trees and boundary vegetation provide further screening along this boundary. To the south, the neighbouring property includes a two-storey rear projection, and the proposed extension would broadly align with this built form, thereby maintaining a consistent relationship and avoiding undue harm to residential amenity.

The proposed extension would be positioned to the north of the neighbouring garden to the south and, as such, would not result in a detrimental loss of light to that garden area. The garden to the north may experience some additional overshadowing during the morning; however, this impact would not be significant given the modest scale of the development and the generous size of the neighbouring garden. Furthermore,

existing trees and planting along the boundary would provide a degree of screening and help to mitigate any perceived impact.

There has been a comment raised by Earley Parish Council in relation to the proposed side windows on the side elevation of the host dwelling.

- *ETC raises objection to this application and recommends that WBC refuses the application as the applicant has failed to demonstrate that the proposed first floor rear extension does not impact the adjoining property 20 Pond Head Lane, to the north of the application property, by shading windows to habitable rooms, contrary to Section R23 of the Borough Design Guide, supported by Policy CP3, to the detriment of the amenity of the occupants of the neighbouring property.*

As the proposed side window will face the flank walls of the neighbouring property, and the windows above 1.7 meters will be obscure glazed, this doesn't cause concern for overlooking.

Overall, having regard to its modest height, scale and relationship with neighbouring properties, the proposal would not result in unacceptable harm to neighbouring amenity by reason of overlooking, loss of light or overbearing impact.

Highway Access and Parking Provision: The submitted block plan shows spaces for three car parking spaces. The existing garage measures 5.25 x 2.4 meters which do not comply with the council's standards in relation to garages, therefore, cannot be used for parking. The three spaces shown would require difficult manoeuvring to access. However, the site is at the end of a cul-de-sac with on-street parking opportunities. The 2 to 3 spaces proposed is acceptable in this instance.

Flooding and Drainage: This application site is located in an area that is susceptible to surface water flooding, however no recent flooding has occurred at the location of the proposal, and no objections have been raised by the Council's Flooding and Drainage Officer.

Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

The Public Sector Equality Duty (Equality Act 2010): In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	27 March 2026
Earliest date for decision:	20 February 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	31.03.2026

PLANNING CONSTRAINTS/STATUS
Insert where relevant