

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260653
Site Address:	Springfields, Basingstoke Road, Spencers Wood, Wokingham, RG7 1PH
Expiry Date:	13 May 2026
Site Visit Date:	5 May 2026
Proposal: Householder application for the proposed erection of a two storey front extension and a first floor rear extension following demolition of the existing conservatory, plus changes to fenestration and raising of the roof and installation of front and rear dormers and rooflights to facilitate the creation of first floor accommodation.	

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals – Modest Development Location – Spencers Wood
Bat Roost Habitat Suitability
Tree preservation Order

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 CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping CC05 – Renewable Energy and Decentralised Energy Networks CC07 – Parking TB04 – Development in vicinity of Atomic Weapons Establishment (AWE), Burghfield TB23 – Biodiversity and Development
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements C5 – Parking and electric vehicle charging NE1 – Biodiversity and geodiversity
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

	A Vision for Our Villages: Ryeish Green, Spencers Wood, Three Mile Cross
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PLANNING HISTORY

Application No.	Description	Decision & Date
980318	Proposed Erection of Replacement Dwelling and Change of Use of Land from Residential to Haulage Contractor and builders' merchants' yard	Approve Appeal Allowed 31 August 1999
020210	Proposed single storey front extensions to dwelling, plus single storey rear extension to form conservatory.	Approve 05 April 2002
050763	Outline application for the proposed erection of 36 dwellings, associated access & parking. Demolition of existing 2 dwellings.	Refuse 01 February 2006
082252	Outline application for the Demolition of existing buildings and redevelopment for 36 residential units with parking and access road.	Refuse 30 June 2008
241727	Householder application for proposed single storey front extension, following the erection of a front porch and changes to fenestration	Approve 08 October 2024

CONSULTATION RESPONSES

Internal

WBC Drainage - No objection subject to condition
WBC Landscape and Trees - No objection
WBC CIL – CIL Liable
WBC Ecology - No objection subject to condition

External

N/A

REPRESENTATIONS

Parish/Town Council	No objection.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description: A detached bungalow in the modest development location of Spencers Wood and adjacent to a Green Route. The dwelling is located

approximately 90m from the highway in Basingstoke Road. The plot is approximately 0.17 hectares and there is an oak tree protected by TPO-1253-2008 at the north of the site. The site benefits from extant planning permission for a single storey front extension, following the erection of a front porch and changes to fenestration that has not been implemented.

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.

Proposal: The development would facilitate a playroom, lounge, open plan kitchen dining room, office, WC, shower room, plant room and boot room on the ground floor. The roof height would be raised by approximately 2m to a maximum of 7m and eaves height would be increased by approximately 1m to 3.5m to facilitate 5 no. bedrooms, 2 no. bathrooms, 2 ensuites and an office on the first floor. The proposal would introduce new gables on the front (north-west) and rear (south-east) elevations of the property and raise those existing ones at the sides of the property.

Northwest Elevation

The two-storey front extension would measure approximately 9.6m in width, 5m in depth, 3.6m to the top of the eaves and 7m to the top of the pitch roof. It would have glazed panelling measuring 5m in height and 3.5m in width to facilitate windows to the front bedroom on the first floor and playroom on the ground floor. The separation distance with the boundary would be at least 8m.

The front dormer extension would have a flat roof and 2 no. windows serving a bedroom and bathroom. It would measure approximately 7m in width, 2m in depth and 2m in height. It would be set down from the main roof by 1m and set in by approximately 2m.

There would be 2 no. rooflights to the front slope of the roof.

Southeast Elevation

First floor rear extension following demolition of the existing conservatory would measure approximately 9.6m in width, 5m in depth, 3.6m to the top of the eaves and 7m to the top of the pitch roof. It would have glazed panelling measuring 2m in height and 3.8m in width to facilitate a window to the rear bedroom on the first floor and 2 sets of bifold doors to the ground floor. The separation distance with the boundary would be approximately 24m. The separation distance with the boundary would be at least 8m.

The rear dormer extension would have a flat roof and 3 no. windows serving 2 no. bedrooms and a bathroom. It would measure approximately 10m in width, 2m in depth and 2.2m in height. It would be set down from the main roof by 1m and set in by approximately 0.2m.

There would be 1 no. rooflight to the rear roof slope.

Northeast Elevation

The first floor would have 1 no. window serving a landing and 3 no. windows on the ground floor serving a plant room, boot room and shower room. It would measure approximately 11.3m in width, 3m to the top of the eaves and 6.8m to the top of the pitch roof. The separation distance with the boundary would be at least 9m.

Southwest Elevation

The first floor would have 1 no. window serving an ensuite and 2 no. rooflights serving a bedroom/office and ensuite. On the ground floor there would be 2 sets of bifold doors serving the living room and lounge; and 2 no. windows serving the playroom. It would measure approximately 18m in width, 3.6m to the top of the eaves and 7m to the top of the pitch roof. The separation distance with the boundary would be approximately 18m.

Character of the Area: Core Strategy Policy CP3 states that planning permission will be granted for proposals that are of an appropriate scale of activity, mass, layout, built form, height, materials and character, together with a high quality of design without detriment to the amenities of adjoining land users, including open spaces or occupiers and their quality of life. Policy CP1 of the Core Strategy requires developments to maintain or enhance the high quality of the environment.

The Wokingham Borough Council Design Guide (BDG) recommends that the eaves and ridge height should not be raised in height unless buildings in the local context are significantly taller. The street scene in Basingstoke Road is a mixture of residential two storey dwellings of varying ages and design. The application site is set back approximately 90m from the highway; it is accessed via a private driveway, and it is not visible from the public realm in Basingstoke Road which is a Green Route. The orientation of the dwelling is at right angles to the street frontages in Basingstoke Road. Furthermore, the development would be located within a spacious plot of approximately 0.17 hectares and would be in proximity of two storey dwellings as well as Meakins builder's yard. Therefore, the proposed height and bulk of the dwelling would relate well to the character and form of the local area and would not be visible from the public realm in Basingstoke Road.

Overall, the proposal would comply with Policy CP1 and CP3 of the Core Strategy in relation to character of the area.

Neighbouring Amenity: Core Strategy Policy CP3 states that development proposals should not result in a detriment to the amenities of adjoining land users including open spaces or occupiers and their quality of life. The development would be in proximity of dwellings at Elizabeth House, Sundown, and Fleur de Lys.

Overlooking: The separation distance of the proposed front windows with rear facing habitable rooms in Benham Close would be approximately 45m. The separation distance of the proposed side windows with the rear of Sundown and Elizabeth House would be approximately 15m which is more than the minimum distance of 12m recommended in the BDG. Also, any views to the rear windows of habitable rooms to Sundown would be at very oblique angles. There would be a restricted view into the rear garden at Sundown, but this would be limited due to Springfields' existing outbuildings and the existing trees that would limit any overlooking. The separation distance of the proposed side windows with the rear of Fleur de Lys would be approximately 28m. Therefore, there would be no significant loss of privacy resulting from the development.

Loss of Light: The 45-degree angle test is advocated within the British Research Establishment's (BRE) publication Site Layout Planning for Daylight and Sunlight: a guide to good practice, to assess impact on daylight and sunlight levels to neighbours potentially impacted upon by adjacent developments. In this case, the proposal would not cause additional overshadowing to neighbouring properties.

Overbearing: The Wokingham Borough Council Design Guide (BDG) provides some guidance on extensions which relate to visual impact and states that the layout and design must have a balanced response to the local context in terms of provision of external space. In this case, the proposal is to raise the roof by 2m to a maximum of 7m and the maximum height of the neighbouring properties at Elizabeth House and Sundown is approximately 8m. Furthermore, although the proposal will significantly increase the scale and bulk of the dwelling, it would be set within a spacious plot and would not be visually overbearing to neighbouring occupants.

Overall, the proposal would comply with Policy CP3 in relation to neighbour amenity.

Highway Access and Parking Provision: Policy CC07 of the Adopted Local Plan states that planning permission will only be granted where the proposal demonstrates that the new scheme retains an appropriate level of off-street parking. The WBC adopted parking standards after development (Appendix 2 MDD Local Plan) states that 3 or more parking spaces are required following development for a 4 or more-bedroom dwelling. According to the WBC Car Parking Standards, each parking space shall have minimum dimensions of 5.0m x 2.5m. The proposed driveway has sufficient space to accommodate at least three cars, which is acceptable.

Flooding and Drainage: *The Highways Officer raises no objection subject to condition and has commented: "The existing dwelling is within flood zone 1 and in an area that experiences high risk surface water flooding. As drainage details have not been provided, we would recommend the condition below:*

"No construction shall take place until details of the existing drainage system have been provided, as well as details of how the proposed extension feeds into the existing drainage system, (or details of a completely new drainage system), demonstrating that flood risk will not increase on or off site. This should be represented on a drainage strategy drawing. The above details shall be approved in writing by the LPA."

Officer comment: The development is in Flood Zone 1 and proposes to increase the

existing footprint by approximately 22m². Therefore, it would not be reasonable to add a Pre Commencement Condition for a Drainage Strategy for this householder application.

Landscape and Trees: The Tree and Landscape Officer raises no objection subject to condition and has commented: *“Aside from the dwelling and detached garage/shed, the only planting includes some semi-mature evergreen trees and hedging providing buffer between neighbours around the entrance and driveway and several small ornamental trees and shrubs in the front garden of the dwelling. The parcel’s side and rear gardens are almost entirely lawn containing a few structures or hardstanding typical of a young family such as play equipment, small kennel area for pets, and a patio.*

Ecology: The Ecology Officer raises no objection subject to condition and has commented: *“I am satisfied that the endoscope survey is adequate to currently conclude that the gaps between the roof tiles on the Southwestern end of the rear elevation which offered low roost opportunity showed no evidence of current use by bats. The gaps behind the chimney and where there was crumbling mortar and gaps under the verge roof tiles were superficial.*

Requested Condition

No external lighting shall be installed on the site or affixed to any buildings on the site without the written approval of the local planning authority. Any external lighting approved by the LPA should be designed in accordance with best practice including Bats and Artificial Lighting at Night Guidance Note GN 08 / 23.

Reason: To ensure that bats, a protected and priority species (as per the NPPF), are not adversely affected by the proposals. Relevant policy: NPPF 2024 paragraph 198, Core Strategy policies CP1, CP3 and Managing Development Delivery Local Plan policy TB23.”

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 proposed development will be liable for CIL based on the measurements of the floorplans. Please note that any changes to the floorplans listed will require a review of the CIL calculations. CIL is calculated and measured based on the approved floorplans listed within the decision notice.

CIL form 2 - Assumption of liability and any exemption forms will be required prior to the development commencing. All CIL forms can now be completed and submitted through the following link:

[Wokingham Borough Council - CIL Forms \(exacom.co.uk\)](https://www.exacom.co.uk)

Should you have any queries regarding CIL, please contact.

Developer.contributions@wokingham.gov.uk

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.

RECOMMENDATION

Conditions agreed:	Yes
Recommendation:	Approve
Date:	07 May 2026
Earliest date for decision:	11 April 2026

Recommendation agreed by: (Authorised Officer)	
Date:	07/05/26