

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261101
Site Address:	47 Reading Road, Woodley, Wokingham, RG5 3DA
Expiry Date:	1 July 2026
Site Visit Date:	8 June 2026
Proposal: Householder application for the proposed garage conversion to form a habitable room plus changes to fenestration.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
050383	Proposed single storey rear extension to form conservatory.	Approve 12 April 2005

CONSULTATION RESPONSES

Internal

WBC Digital Solutions Scanning- No Comments Received.

External

None Consulted.

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application relates to a two-storey, detached dwelling located on Reading Road within Woodley, to the east of Wokingham.

Description of development:

The proposal seeks to convert the integral garage to a small office and storage room including changes to fenestration, which includes a window to the front elevation.

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:

CP1 of the Core Strategy states that the proposed external alterations should maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The existing garage door would be replaced with fenestration to match the form of the existing first floor windows. This visual change to the frontage would have a negligible visual impact on the character of the street. Therefore, the impact on the character of the area would be acceptable.

The proposed works, including the insertion of brick infill and window are modest in scale and in keeping with the established character. As such, the proposal is considered acceptable in terms of scale, design, and materials, and is in accordance with Policy CP3 of the Core Strategy and the Wokingham Borough Design Guide (BDG).

Neighbouring Amenity:

Overlooking:

The proposed front-facing windows are located at ground floor level and do not face directly onto neighbouring private amenity areas. As such, no concerns are raised with respect to overlooking or loss of privacy.

Loss of Light and Overbearing:

Given the limited scope of the development and the absence of any increase in built form, the proposal will not result in any material loss of light or overbearing impact on neighbouring properties.

Highway Access and Parking Provision:

The proposal does not alter the existing highway access. Two driveway parking spaces are retained within the application site. According to the WBC Car Parking Standards, the development of such scale in an urban location will require two parking spaces within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m. The retained existing parking meets the Council's parking requirement.

Flooding and Drainage:

There are no flood risk concerns. The site is located within flood zone 1 which is suitable for development and is at a low risk of surface water flooding at the front of the site.

Landscape and Trees:

There are no anticipated impacts on existing vegetation.

Ecology:

There are no ecological concerns.

Conclusion:

Overall, the proposal complies with the development plan. Subject to conditions, the application is recommended for approval.

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.
--

RECOMMENDATION	
-----------------------	--

Conditions agreed:	Not required
---------------------------	--------------

Recommendation:	Approval
------------------------	----------

Date:	24 June 2026
--------------	--------------

Earliest date for decision:	30 May 2026
------------------------------------	-------------

Recommendation agreed by: (Authorised Officer)	
---	--

MC

Date:	26.06.2026
--------------	-------------------

PLANNING CONSTRAINTS/STATUS

Major Development Locations- Woodley

Great Crested Newt Impact Risk Zone- Green

Risk of Flooding from Surface Water 1–1000-year risk extent