



**Land at Wyvols Court Farm  
Basingstoke Road  
Swallowfield  
RG7 1WY**

## **Statement of Engagement**

Prepared on behalf of: Wyvols Court Farm Ltd

February 2026

**Doc Ref: 24/0010/SE**



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## APPENDICES

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**APPENDIX 2: Engagement Feedback Pro formas**

## 1. Introduction

1.1 This Statement of Engagement sets out the details of pre-application engagement undertaken in advance of the submission of a detailed planning application on Land at Wyvols Court Farm, Basingstoke Road, Swallowfield (the Application Site).

1.2 The proposed description of development is as follows:

*“The erection of 3no. 697 sqm commercial units, comprising use classes B2 (General Industrial) and B8 (Storage and Distribution), associated landscaping and drainage infrastructure.”*

1.3 The Applicant undertook a programme of local engagement, requesting meetings with residents at a number of neighbouring dwellings, holding and recording meetings where a response was given.

1.4 It was communicated to neighbours and Swallowfield Parish Council that formal Pre-Application discussions were held with Wokingham Borough Council (LPA Ref: 251002) and that following this process a number of revisions to the original proposals were implemented, these can be summarised as follows:

- Reduced scale/footprint of proposed buildings.
- Relocation of proposed buildings to form logical extension to existing commercial buildings.
- Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside.

1.5 These revised drawings formed part of the engagement process in order to illustrate the nature of the proposed development and invite discussion on the proposals. The drawings as presented are provided at Appendix 1 to this report.

1.6 In discussions with residents, it was also explained that there will be further opportunity to comment is available once the application is submitted through Wokingham Borough Council’s normal planning notification process.

### *National and Local Context*

1.7 This Statement of Community Engagement has been prepared in accordance with the provisions of the National Planning Policy Framework (2024) (‘the Framework’) and the Wokingham Statement of Community Involvement (March 2024).

1.8 The Framework sets out the Government’s planning policies for England and how these are expected to be applied, confirming that the purpose of the planning system is to contribute to the achievement of sustainable development.

1.9 At paragraph 9 of the Framework, it states that:

*"..Planning policies and decisions should play an active role in guiding development towards sustainable solutions, but in doing so should take local circumstances into account, to reflect the character, needs and opportunities of each area."*

1.10 Pre-application engagement and the 'front-loading' of the process is encouraged, with paragraph 40 of the Framework stating that:

*"Early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality pre application discussions enables better coordination between public and private resources and improved outcomes for the community."*

1.11 Paragraph 43 of the Framework confirms that:

*"The participation of other consenting bodies in pre-application discussions should enable early consideration of all the fundamental issues relating to whether a particular development will be acceptable in principle, even where other consents relating to how a development is built or operated are needed at a later stage. Wherever possible, parallel processing of other consents should be encouraged to help speed up the process and resolve any issues as early as possible."*

1.12 The value of effective early engagement is therefore recognised within the Framework, and this is also articulated into the local context, through the adopted Statement of Community Involvement (Adopted March 2024).

1.13 The Council's SCI outlines the requirement for landowners and developers to engage with the community in paragraphs 2.6 & 2.7 of their formal Statement of Community Involvement, stating:

*"We look for our commitment to engagement to be matched by landowners and developers who are considering bringing forward proposals."*

1.14 And that:

*"Landowners and developers should engage early so that the views of residents and other stakeholders can be taken into account when deciding whether to proceed with a proposal, and if that is the decision, in the detail of the proposal itself. The purpose of the engagement should be made clear and highlight that this is prior to any planning application being submitted to the council."*

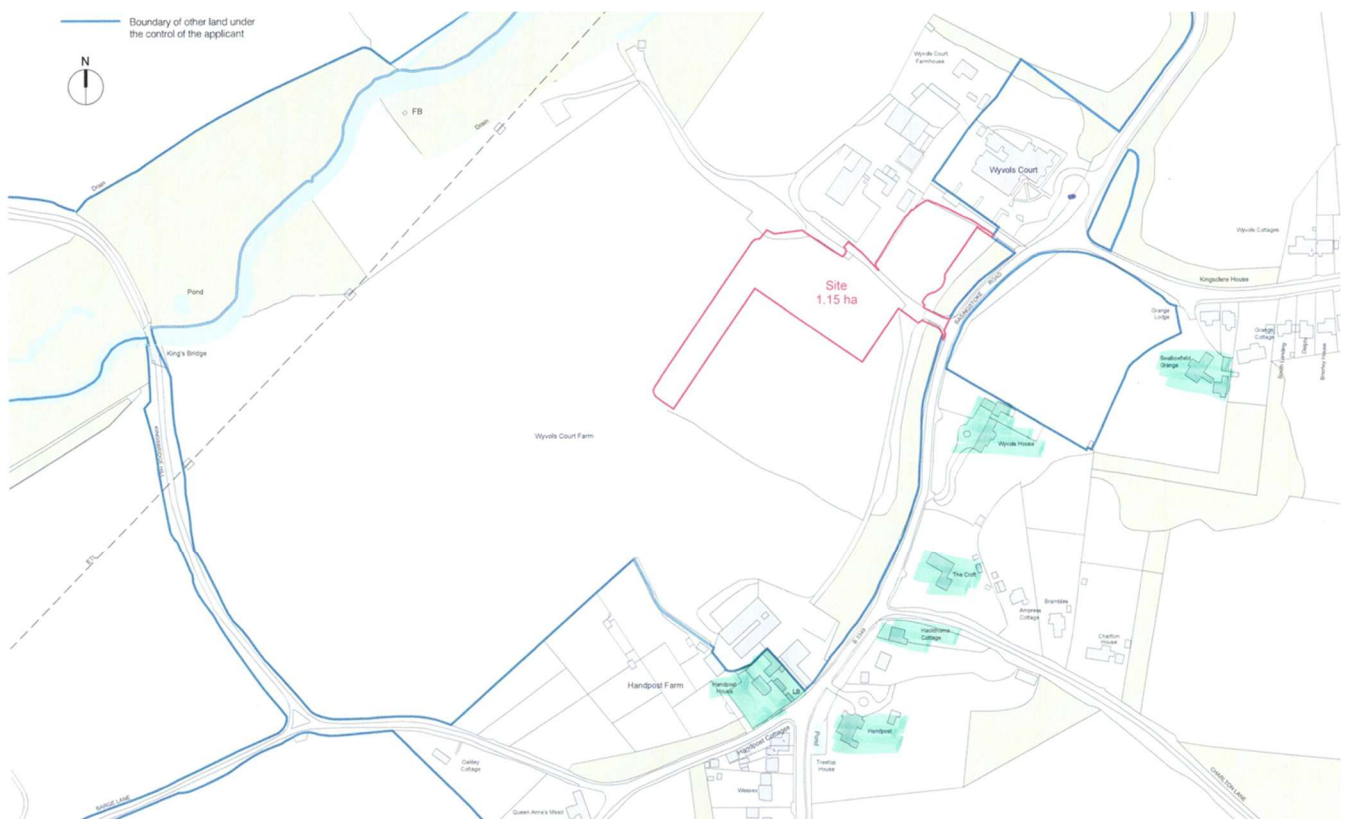


- 1.15 This Statement of Community Engagement seeks to demonstrate that the pre-application engagement undertaken in support of the detailed planning application is consistent with the expectations and requirements set out within the Wokingham SCI and proportionate to the scale of development proposed.

## 2. The Consultation Process

- 2.1 Pre-application engagement and the methods used is the responsibility of the Applicant and should be proportionate and appropriate to the proposals.
- 2.2 For this consultation, it was decided that the Applicant, as a resident of Swallowfield, would directly engage with neighbours and Swallowfield Parish Council, alerting them to the proposals and to provide an opportunity to meet in person and discuss the scheme prior to the submission of the planning application.
- 2.3 Direct correspondence via the Applicant was sent to neighbouring properties, highlighted in green on the map below, as well as Swallowfield Parish Council. The specific properties contacted are listed as follows:

- Handpost House
- Handpost
- Hackthorne Cottage
- The Croft
- Wyvols House
- Swallowfield Grange





2.4 To assist the Applicant in engaging with neighbouring properties a letter template was prepared by Blue Fox Planning Ltd, which was used as the basis for discussions, providing context to the proposals subject to this application.

2.5 The content of which is replicated below for reference.

*"Hi xxxx,*

*I wanted to contact you to advise you of proposals which are currently being prepared for additional commercial units here at Wyvols Court Farm. This follows engagement with Wokingham Borough Council through the pre-application process. In response to the feedback received from the Borough Council, preparations are now underway for the submission of a planning application for three new commercial units.*

*The driver for this is in response to the demands of our existing occupiers and general market interests. Wyvols Court Farm currently has 8 commercial tenants in 9 different buildings and 3 of those tenants require a step change in the amount of space that they require for their businesses, which have been doing very well despite current economic headwinds. All three have given us letters of support for any planning application. As a successful employment location, we are keen to build on this and respond to our occupiers needs, ensuring that they are able to remain in Swallowfield.*

*The pre-application process has provided a helpful basis on which we are preparing the planning application. We have appointed a full project team to assess the impact our proposals may have. This includes transport and highways, noise, ecology, sustainability, flood risk, arboriculture, landscape and heritage. Our approach is to ensure that the proposals can be designed sensitively, and any adverse impacts appropriately addressed.*

*Currently there are 120 jobs here at the farm and this has been the same for over 10 years now. We anticipate that proposals for additional commercial floorspace can deliver approximately 50 new on-site jobs and 30 further downstream off-site jobs.*

*We are currently working through our technical analysis of the proposals and would like the opportunity to discuss our proposals with the Parish Council. I am happy to be led by you as to how you want to engage with us on this matter, and I will share your details with my appointed planning consultant (James Millard – Blue Fox Planning Ltd), who is assisting me in pulling this application together. James is copied into this email and is available to answer any questions you may have, but I am also available and willing to discuss matters. Once a definitive plan for our proposals is ready, I would be happy to share this and discuss.*

*I look forward to hearing from you on this matter.*

*Many thanks and kind regards"*

### 3. Summary of Consultation Responses

- 3.1 All neighbouring residential properties who were contacted (except for 'Handpost'), and Swallowfield Parish Council, engaged with the Applicant in discussions and the feedback from this process is summarised below. The Applicant discussed the proposals with the Handpost Property Manager who confirmed that if the residents of this property wished to make comments on the proposals, they would contact the Applicant directly. At the time of submission, no correspondence from the occupiers of the Handpost have been received.
- 3.2 The purpose of this Statement of Engagement is to summarise our response to the comments received and to identify, where relevant, how the proposals have been updated in response. As part of the recording of comments received completed feedback pro-formas have been produced for each of the neighbouring residential properties contact through this process and Swallowfield Parish Council – see **Appendix 2**.
- 3.3 The main comments across all respondents regarding the proposals can be summarised as follows:
- There was discussion with the Parish Council about the potential negative effects of additional vehicle movements to and from the site
  - A positive common theme was the support for the creation of new local jobs.
  - Concerns over the visual impact of Unit 9, particular in terms of its proximity to the nearest residential property, Wyvols House.
  - Concerns over about the lighting proposals for the new buildings as concerned that bright floodlights will be seen from Wyvols House.
- 3.4 Table 1 below sets out more detail on the comments received and our response.

| Table 1: Review of main comments received                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Comment                                                                                                                               | Response                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Concerns over the visual impact of Unit 9 on Wyvols House.                                                                            | <p>There was discussion about screening including a strengthening of the B3349 roadside screen planting by using some evergreen species to reduce views through to the proposed development especially in the winter months when leaves are off the trees.</p> <p>The proposed Unit 9 is set c. 70m from Wyvols House with existing mature screening in place either side of Basingstoke Road. Additional planting to further strengthen the screening will be included in the proposals submitted.</p>                                                                                                                                                                                                                                                                       |
| Concerns over about the lighting proposals for the new buildings as concerned that bright floodlights will be seen from Wyvols House. | <p>As above, additional screening has been incorporated as part of the proposals to minimise any potential impact from lighting. A Lighting Strategy can be controlled by way of a planning condition.</p> <p>Hours of operation are proposed to be consistent with existing operations at WCF and can be controlled by way of a planning condition.</p>                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Impact of additional vehicular movements to and from the site.                                                                        | <p>The application is supported by a <i>Transport Statement</i> which has assessed the likely increase in vehicular movements resulting from the development, alongside the suitability of the existing access into Wyvols Court Farm and general safety of the B3349 (Basingstoke Road).</p> <p>The <i>Transport Statement</i> calculates that the proposals are likely to result in an additional 25 two-way trips during the AM Peak and 16 two-way trips during the PM peak once fully operational.</p> <p>The proposals utilise the existing access to the highway, with a retractable gate set c.21m from the highway. With the inclusion of a retractable gate, it allows the largest vehicles (a 16.5m HGV) to safely wait off the highway whilst the gate opens.</p> |

|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                | <p>The submitted <i>Transport Statement</i> demonstrates that the proposed development can safely accommodate vehicles requiring access to the development. There are no existing accident issues in the vicinity of the site and increase vehicular movements can be accommodated on the local highway network.</p>                                                                                                                                                                                                                                 |
| <p>Support for proposals which will create more local jobs</p> | <p>This is noted and represents a genuine benefit of the proposals, supporting the continued operation of WCF as an established employment location whilst responding positively to local demand and supporting the wider economic objectives of ensuring there is a diverse range of employment sites across the borough.</p> <p>An Employment and Skills Plan is submitted as part of this planning application which seeks to maximise opportunities for local employment, during the construction and operational stages of the development.</p> |

## 4. Response to Consultation Feedback

- 4.1 The process of engagement with neighbouring residents and Swallowfield Parish Council has been an important and valuable exercise. It has provided the Applicant with information relating to local support and, while minimal, concerns related to development at the Application Site.
- 4.2 These matters are addressed/considered in the supporting technical reports that form this application.
- 4.3 In respect of highways/traffic, and concerns over vehicle movements, this application is supported by a *Transport Statement* which assesses the impact of the traffic generated from this proposal, concluding that the proposals do not represent an adverse impact upon the highway network along Basingstoke Road.
- 4.4 The concerns relating to the potential visual impact on existing residents have been noted and the proposals have been updated to introducing additional landscape planting to soften the visual impact of the proposals, particularly in respect of proposed Unit 9. This additional planting, alongside acoustic fencing, provides an appropriate solution which responds positively to these concerns. The enhanced landscaping proposals, particularly at Unit 9 are shown below as a comparator between the proposals as presented through this engagement process and that which forms the basis of the planning application submission.



**Unit 9 as presented during pre-application**



**Unit 9 as updated and submitted as part of planning application**

- 4.5 Based on the information set out in this statement, it is considered that the proposals subject to this planning application have been supported by proportionate and appropriate process of engagement.
- 4.6 This statement provides an accurate summary of the matters raised during this process and explains how such matters have been considered and, where appropriate and necessary, amendments to the planning application submission made. In doing so this statement demonstrates how the Applicant has satisfied the requirements and expectations for community engagement as set out in the NPPF and the adopted SCI.



## **APPENDIX 1**

### **Engagement Plans/Drawings**







## **APPENDIX 2**

### **Engagement Feedback Pro-forma**

## Wyvols Court Farm, Swallowfield – Local Engagement Record

|                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date &amp; Time</b>                              | Saturday 29 <sup>th</sup> November 2025 10.30-10.50am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Meeting Location</b>                             | Hackthorne Cottage, Basingstoke Road, Swallowfield, Reading RG7 1PU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Attendees</b>                                    | Rory Waterer & Nigel Bishop (NB)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Overview of Proposals.</b>                       | <ul style="list-style-type: none"> <li>• Construction of 3 new commercial units and associated parking, turning areas, landscaping and drainage infrastructure.</li> <li>• Proposal to house light industrial and storage/distribution.</li> <li>• Existing access that serves Wyvols Court Farm to be retained, save for introduction of new pedestrian connection from Basingstoke Road into the site.</li> <li>• Formal Pre-Application discussions held with Wokingham Borough Council, resulting in revisions to proposals: <ul style="list-style-type: none"> <li>○ Reduced scale/footprint of proposed buildings.</li> <li>○ Relocation of proposed buildings to form logical extension to existing buildings.</li> <li>○ Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside</li> </ul> </li> <li>• Application supported by a range of reports/surveys, including Transport Statement, Ecological Impact Assessment, Heritage, Landscape, Noise and Drainage Strategy.</li> <li>• Proposals support the expansion of an existing and successful commercial location and will support business expansion and local job growth.</li> <li>• Further opportunities to comment once application is submitted through WBC's normal notification process.</li> </ul> |
| <b>Consultation Material</b>                        | Illustrative Masterplan – Drawing No. 220<br>Site Plan – Drawing No. 230                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Summary of discussion and feedback received.</b> | <ul style="list-style-type: none"> <li>• All the points above were covered and the plans observed</li> <li>• NB has no concerns about the proposed development at all and is sure that it will not adversely affect him at all</li> <li>• NB is happy to support the application</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## Wyvols Court Farm, Swallowfield – Local Engagement Record

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|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date &amp; Time</b>                              | Tuesday 2 <sup>nd</sup> December 2025 8.30am – 8.45am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Meeting Location</b>                             | Handpost House, Barge Lane, Swallowfield, Reading RG7 1HZ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Attendees</b>                                    | Rory Waterer & Tim Allen                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Overview of Proposals.</b>                       | <ul style="list-style-type: none"> <li>• Construction of 3 new commercial units and associated parking, turning areas, landscaping and drainage infrastructure.</li> <li>• Proposal to house light industrial and storage/distribution.</li> <li>• Existing access that serves Wyvols Court Farm to be retained, save for introduction of new pedestrian connection from Basingstoke Road into the site.</li> <li>• Formal Pre-Application discussions held with Wokingham Borough Council, resulting in revisions to proposals: <ul style="list-style-type: none"> <li>○ Reduced scale/footprint of proposed buildings.</li> <li>○ Relocation of proposed buildings to form logical extension to existing buildings.</li> <li>○ Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside</li> </ul> </li> <li>• Application supported by a range of reports/surveys, including Transport Statement, Ecological Impact Assessment, Heritage, Landscape, Noise and Drainage Strategy.</li> <li>• Proposals support the expansion of an existing and successful commercial location and will support business expansion and local job growth.</li> <li>• Further opportunities to comment once application is submitted through WBC's normal notification process.</li> </ul> |
| <b>Consultation Material</b>                        | <p>Illustrative Masterplan – Drawing No. 220</p> <p>Site Plan – Drawing No. 230</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Summary of discussion and feedback received.</b> | <ul style="list-style-type: none"> <li>• All the points above were covered and the plans observed</li> <li>• Tim has no concerns about the proposed development at all and is sure that it will not adversely affect him at all</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

## Wyvols Court Farm, Swallowfield – Local Engagement Record

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|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date &amp; Time</b>                              | Friday 28 <sup>th</sup> November 7.45pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Meeting Location</b>                             | Swallowfield Grange, The Street, Swallowfield, Reading RG7 1RE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Attendees</b>                                    | Rory Waterer & Roland Denning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Overview of Proposals.</b>                       | <ul style="list-style-type: none"> <li>• Construction of 3 new commercial units and associated parking, turning areas, landscaping and drainage infrastructure.</li> <li>• Proposal to house light industrial and storage/distribution.</li> <li>• Existing access that serves Wyvols Court Farm to be retained, save for introduction of new pedestrian connection from Basingstoke Road into the site.</li> <li>• Formal Pre-Application discussions held with Wokingham Borough Council, resulting in revisions to proposals: <ul style="list-style-type: none"> <li>○ Reduced scale/footprint of proposed buildings.</li> <li>○ Relocation of proposed buildings to form logical extension to existing buildings.</li> <li>○ Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside</li> </ul> </li> <li>• Application supported by a range of reports/surveys, including Transport Statement, Ecological Impact Assessment, Heritage, Landscape, Noise and Drainage Strategy.</li> <li>• Proposals support the expansion of an existing and successful commercial location and will support business expansion and local job growth.</li> <li>• Further opportunities to comment once application is submitted through WBC's normal notification process.</li> </ul> |
| <b>Consultation Material</b>                        | <p>Illustrative Masterplan – Drawing No. 220</p> <p>Site Plan – Drawing No. 230</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Summary of discussion and feedback received.</b> | <p>RW made a phone call to arrange a face-to-face meeting with the property owners of Swallowfield Grange.</p> <p>The property owner said "I have absolutely no concerns at all about any commercial development on the other side of Basingstoke Road to us. I don't need to see any indicative plans and if the scheme is going to generate local jobs then that is a good thing for the village."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

## Wyvols Court Farm, Swallowfield – Local Engagement Record

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|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date &amp; Time</b>                              | Friday 14 <sup>th</sup> November 2025 3.30pm – 4.10pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Meeting Location</b>                             | Swallowfield Parish Council Hall, RG7 1QX                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Attendees</b>                                    | Rory Waterer and John Anderson (Chairman of SPC) & Simon Taylor (Chairman of SPC Planning Committee)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>Consultation Material</b>                        | <p>Illustrative Masterplan – Drawing No. 220</p> <p>Site Plan – Drawing No. 230</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Summary of discussion and feedback received.</b> | <ul style="list-style-type: none"> <li>• All the points above were covered and the plans observed by SPC</li> <li>• The need for additional space primarily deriving from existing tenants was discussed</li> <li>• There was discussion about the effect of additional vehicle movements to and from the site against a backdrop of WBC Highways having little concern about this issue</li> <li>• SPC liked the idea that the scheme will create new local jobs for the village</li> <li>• SPC confirmed that they see merit in the application</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

## Wyvols Court Farm, Swallowfield – Local Engagement Record

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|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Date &amp; Time</b>                              | Monday 1 <sup>st</sup> December 2025 6.00pm – 6.40pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Meeting Location</b>                             | The Croft, Basingstoke Road, Swallowfield, Reading RG1 1PU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Attendees</b>                                    | Rory Waterer and Charles & Helen Palethorpe                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Overview of Proposals.</b>                       | <ul style="list-style-type: none"> <li>• Construction of 3 new commercial units and associated parking, turning areas, landscaping and drainage infrastructure.</li> <li>• Proposal to house light industrial and storage/distribution.</li> <li>• Existing access that serves Wyvols Court Farm to be retained, save for introduction of new pedestrian connection from Basingstoke Road into the site.</li> <li>• Formal Pre-Application discussions held with Wokingham Borough Council, resulting in revisions to proposals: <ul style="list-style-type: none"> <li>○ Reduced scale/footprint of proposed buildings.</li> <li>○ Relocation of proposed buildings to form logical extension to existing buildings.</li> <li>○ Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside</li> </ul> </li> <li>• Application supported by a range of reports/surveys, including Transport Statement, Ecological Impact Assessment, Heritage, Landscape, Noise and Drainage Strategy.</li> <li>• Proposals support the expansion of an existing and successful commercial location and will support business expansion and local job growth.</li> <li>• Further opportunities to comment once application is submitted through WBC's normal notification process.</li> </ul> |
| <b>Consultation Material</b>                        | <p>Illustrative Masterplan – Drawing No. 220</p> <p>Site Plan – Drawing No. 230</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Summary of discussion and feedback received.</b> | <ul style="list-style-type: none"> <li>• All the points above were covered and the plans observed by the property owners</li> <li>• Charles &amp; Helen have no concerns about the proposed development at all and are sure that the proposed development will not adversely affect them</li> <li>• They liked the idea that it will create new local jobs for the village and help to support the local bus service provision</li> <li>• They are happy to support the application</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

## Wyvols Court Farm, Swallowfield – Local Engagement Record

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| <b>Date &amp; Time</b>                              | Saturday 29 <sup>th</sup> November 2025 11.30am – 12.10pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Meeting Location</b>                             | Wyvols House, Basingstoke Road, Swallowfield, Reading RG7 1PU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Attendees</b>                                    | Rory Waterer and Alex & Rob Sergeant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Neighbouring Property Details</b>                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Overview of Proposals.</b>                       | <ul style="list-style-type: none"> <li>• Construction of 3 new commercial units and associated parking, turning areas, landscaping and drainage infrastructure.</li> <li>• Proposal to house light industrial and storage/distribution.</li> <li>• Existing access that serves Wyvols Court Farm to be retained, save for introduction of new pedestrian connection from Basingstoke Road into the site.</li> <li>• Formal Pre-Application discussions held with Wokingham Borough Council, resulting in revisions to proposals: <ul style="list-style-type: none"> <li>○ Reduced scale/footprint of proposed buildings.</li> <li>○ Relocation of proposed buildings to form logical extension to existing buildings.</li> <li>○ Enhanced landscaping regime to provide sense of enclosure and reduce impacts associated with encroachment into the wider open countryside</li> </ul> </li> <li>• Application supported by a range of reports/surveys, including Transport Statement, Ecological Impact Assessment, Heritage, Landscape, Noise and Drainage Strategy.</li> <li>• Proposals support the expansion of an existing and successful commercial location and will support business expansion and local job growth.</li> <li>• Further opportunities to comment once application is submitted through WBC's normal notification process.</li> </ul> |
| <b>Consultation Material</b>                        | <p>Illustrative Masterplan – Drawing No. 220</p> <p>Site Plan – Drawing No. 230</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Summary of discussion and feedback received.</b> | <ul style="list-style-type: none"> <li>• All the points above were covered and the plans were observed including discussion on the eaves height and ridge height of the buildings</li> <li>• The owners have no problem with the siting of Unit 8</li> <li>• The owners are a bit concerned about Unit 10, but as it is located further away from them and close to where the land falls away they think it may not affect them much</li> <li>• The owners are most concerned about the siting of Unit 9 as it is “in their eyeline”</li> <li>• There was discussion about screening including a strengthening of the B3349 roadside screen</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

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|  | <p>planting by using some evergreen species to reduce views through to the proposed development especially in the winter months when leaves are off the trees</p> <ul style="list-style-type: none"><li>• The owners asked about the lighting proposals for the new buildings as bright floodlights will be seen from their property</li></ul> |
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