F/2002/5717

LOCATION:
St. Nicholas Church Hall Sutcliffe Avenue, Earley Reading.

APPLICANT:
Wokingham District CVS

PROPOSAL:
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

EARLIEST DATE FOR DECISION: **21/02/2002**

APPLICATION WILL HAVE EXPIRED ON:
18/03/2002

CASE OFFICER: **Heidi Lynch**

APPROVED

822

Do

RAILEX
Marbleboard

EASIFILE EP7

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Wokingham District CVS
Old Social Club
Elms Road
Wokingham
Berks
RG40 2AA

Application Number: F/2002/5717

Parish: **EARLEY**

Location: **St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.**

Proposal: **Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following condition, the reason for which is specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Informative
1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policies LD3 and EN2.
Loddon Area Local Plan Policies LBE1, LBE2 and LT6.
Deposit Draft Wokingham District Local Plan Policies WT6, WBE1, WOS6 and WOS7.

Anna Cronin
Head of Planning & Transportation
Date: 04/03/2002

Notice checked by: _____

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

Application Number F/2002/5717
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	

Application Number: f/2002/5717

Appraisal:

The proposed development is a proposed change of use of part of a church hall to a community resource centre with ancillary offices. The church hall is associated with St.Nicholas Church in Lower Earley and is located within an identified settlement. It is surrounded by residential properties. The church hall is located to the rear of the site behind the church itself. It is approximately 25m in length and the proposed resource centre and office will take up the last 3.5m of it. Only internal changes will be made to cater for the office and resource centre and the hall will remain as such as well as the existing toilets, kitchen and cloakroom. At the present time the area proposed for the change of use is utilized as an existing office and a small hall contained within the church hall building.

The office will be used as a resource centre for voluntary organisations, where newsletters and database access can occur. There is an existing 30 car park spaces on site and these will not be altered in any way. There will also be a total of four staff (3 new staff members).

1. Impact upon neighbouring properties

The proposed changes in the church hall itself will not affect any surrounding property owners as they are internal only. There will therefore be no daylighting, overbearing or privacy issues. The proposed change of use however will result in three new staff on the site, giving a total of four staff members. There are 30 existing car parks on site that is more than enough for the staff numbers present. As the staff numbers are small it is considered that there will be no additional noise affecting the surrounding residential properties. This is especially as the site backs onto the rear gardens of the surrounding residential properties.

It is therefore considered that there could be significant detrimental impacts upon neighbouring properties arising from this development.

2. Impact upon street scene

There will be no affect on the street scene as such because the church hall is behind the existing church and the changes are internal.

3. Impact upon highway safety

Therefore there would be no significant implications to the highway safety of the site.

Recommendation: Approval: ✓ Refusal:

WORK SHEET FOR : Heidi Lynch

Application Number : F/2002/5717

Applicant : Wokingham District CVS .

Location : St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

Proposal : Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

Site Notice Displayed ? :	YES	NO	DATE
	✓		18/2/02

Date of Neighbour Notifications : .....

Date of Site Visit : 18/2/02

Date Registered : 21/01/2002

Earliest Date for Decision : 21/02/2002

Latest Consultation Date/Site Notice Expiry Date : 21/02/2002

This application will have expired on: 18/03/2002. You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :

Highways - approval no conditions
Access Officer - list of conditions
Enironmental Health - no objections
Leisure/Cultural Sevices -
Policy/Plans - ok but need to ensure the post office facilities on site are available else where to serve local residents. (Policy WSH9)
Earley Town - no objection.

Planning Issues :

Identified settlement
Impact on street scene } LBE1, LBE2, LT6, WT6, WBE1, WOS6, WOS7
Impact on neighbours
Impact on parking/highways } LD3, EN2
~~WSH9 (Neighbourhood Shop)~~

Loddon Area Local Plan

RECORD OF SITE VISIT

SITE ADDRESS: St. Nicholas Church Hall Sutcliffe Avenue Earley Reading.

APPLICATION NUMBER: F/2002/5717

OFFICER: Heidi Lynch

DATE OF SITE VISIT: 18/2/02

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes

2. DESCRIPTION OF SURROUNDINGS

Church grand surrounded by residential properties

3. DESCRIPTION OF SITE/BUILDING

Church hall - red brick rectangular shaped

Cannot see to well from road as church screens it.

4. RELATIONSHIP TO ADJOINING PROPERTIES

Backs of residential properties back onto church grounds.

5. SITE CONSTRAINTS

TREES NA

ACCESS/PARKING Parking available

LEVELS level

BOUNDARY TREATMENT close board fence & hedge round grounds

OTHERS

shed runs between hall & backyards of properties. Rear garden at end of hall looks onto it, but right at end so will not affect.

Tel: (0118) 974 6482

Date: 20/02/02

My ref: F/2002/5717

CONFIDENTIAL

Councillor D Swindells
12 Culford Close
Lower Earley
RG6 3AS

WOKINGHAM UNITARY
Aiming for Excellence

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2002/5717
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices..

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ ~~REFUSAL: ☐ under delegated powers~~.

If you have any questions please do not hesitate to contact **Heidi Lynch** on **(0118) 974 6482**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please contact the Councillor for your area responsible for planning matters as soon as possible

Yours faithfully

T G Watson

Principal Development Control Officer

RP

Tel: (0118) 974 6482

Date: 20/02/02

My ref: F/2002/5717

WOKINGHAM UNITARY
Aiming for Excellence

Environmental Services Department
Planning Services
P.O. Box 157
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Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

CONFIDENTIAL

Councillor D Carpenter
8 Stanton Close
Earley
Reading
RG6 7DX

Dear Councillor

Application Number: F/2002/5717
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ ~~REFUSAL~~: ☐ ~~under delegated powers~~.

If you have any questions please do not hesitate to contact **Heidi Lynch** *on* **(0118) 974 6482.** If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 4/03/2002

Yours faithfully

DE Watson

pp Principal Development Control Officer

LISTING FORM

Case officer: **Heidi Lynch** Application Number: **F/2002/5717**
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor D Carpenter

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6482

Date: 20/02/2002

My ref: F/2002/5717

CONFIDENTIAL

WOKINGHAM UNITARY
Aiming for Excellence

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Councillor C Smith
7 Northam Close
Lower Earley
RG6 3AJ

Dear Councillor

Application Number: F/2002/5717
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices..

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ ~~under delegated powers~~.

If you have any questions please do not hesitate to contact **Heidi Lynch** on **(0118) 974 6482**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please contact the Councillor for your area responsible for planning matters as soon as possible

Yours faithfully

T C Watson

Principal Development Control Officer

MEMORANDUM

To: Heidi Lynch – Development Control **Date:** 27th February 2002

Application F/2002/5717

Site: St. Nicholas Church Hall, Sutcliffe Avenue, Earley.

Proposal: Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

It is not clear whether any cycle parking facilities on site available for churchgoers are available for people using the resource centre. If not then according to the Council's Cycle Parking Requirements cycle parking facility for at least one cycle will need to be provided.

These comments are made pursuant to Objectives 1, 2, 5 and 9 of the Wokingham Local Transport Plan, Policy WCS4 of the Cycling Strategy for Wokingham District and Policy WT6 : Parking Provision of the Local Plan.

Stephen Kempka
Senior Transport Planner
Ext. 6488

FROM: Heidi Lynch

DATE: 28 January 2002

DELEGATED

EARLEY TOWN CONSULTATION SHEET

Application Number: F/2002/5717

Proposal: Proposed change of use of part of church hall to Community Resource Centre with ancillary offices..

Site Address: St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

Applicant: Wokingham District CVS .

Your observations are required in respect of this application **by 21/02/2002** .

BWN	HPT
POL	TLS
DO	ENF
APP	
CS	

18 FEB 2002

COPIES TO	ACT
	FILE

No Objection

SIGNED: _____

DATE: 14 FEB 2002

Clerk To Earley Parish/Town Council.

WOKINGHAM DISTRICT COUNCIL
ENVIRONMENTAL PROTECTION AND HOUSING

MEMORANDUM

To:	Heidi Lynch Development Control	Your Ref:	F/2002/5717
From:	Tom Payne Environmental Heath	My Ref:	20016797
		Date.	11 February 2002

PROPOSED CHANGE OF USE OF PART OF CHURCH HALL TO COMMUNITY RESOURCE CENTRE WITH ANCILLARY OFFICES.

ST NICHOLAS CHURCH HALL, SUTCLIFFE AVENUE, EARLEY.

These proposals have been evaluated and I have no environmental health objections to the application.

T. Payne

TOM PAYNE
SENIOR ENVIRONMENTAL HEALTH OFFICER
ENVIRONMENTAL PROTECTION & HOUSING

Rec'd P+P 29/1

52435 12/2

To:
Policy And Plans Section

EG REPLY RECEIVED

From: Heidi Lynch

Date: 28 January 2002

Application Number: F/2002/5717

Proposal: Proposed change of use of part of church hall to Community Resource Centre with ancillary offices..

Site Address:
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

Applicant:
Wokingham District CVS .

Your observations are required in respect of this application within **7 days** of the above date.

No objection in principle to use of part of the Church Hall for this purpose but I note the plan refers to a Post Office. Please ensure that if the PO is to be lost from this building the facilities are available elsewhere to serve local residents. See requirements of policy WSH 9 Neighbourhood + Village shops.

Sent

EG Cashmore

6/2/02

Ltr no post office in hall - it is a postal development office.

HIGHWAYS CONSULTATION SHEET

From: Heidi Lynch **Date:** 28 January 2002

Application Number: F/2002/5717

Proposal: Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

Parish: EARLEY TOWN

Site Address:
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

Applicant:
Wokingham District CVS .

Your observations are required in respect of this application within **7 days** of the above date.

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☐ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☑ Recommend approval with **no** condition(s) or reason(s).

Signed: _____ **Print name:** ADAM 1/2/02

☎ 0118 974 6379 (Direct Line)

Thursday, 31 January 2002

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS	
COPIES TO:	ACK:
	FILE:

01 FEB 2002

WOKINGHAM UNITARY
Aiming for Excellence

Wokingham District Community Volunteer Service
Old Social Club
Elms Road
Wokingham District Council
RG40 2AA

Access Officer
Environmental Services Department
Building Control
P.O. Box 155
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6379
Fax: (0118) 974 6385
Minicom No: (0118) 977 8909
DX: 33506 – Wokingham
Email: henry.knight@wokingham.gov.uk

Dear Sir/Madam,

Planning Application No: F/2002/5717

Address: St Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading

The above planning application has been reviewed for the provision of access and facilities for disabled people.

The following two lists should be addressed in order to facilitate improved use of the proposed building adaptations by disabled people.

List A *(These are mandatory requirements under the Building Regulations where applicable)*

When a building is altered there is no obligation to improve access and facilities for disabled people under the building regulations, Part M. However, the level of provision after alteration should not be any worse.

List B *(Recommendations for good practice in line with the Disability Discrimination Act, 1995 and BS8300)*

Consideration should be made on access for disabled people into and within the existing building. This should include a review of how service users will be able to access the proposed service. Access to services should not only consider the needs of physically disabled individuals but all users including ambulant disabled, parents with prams/pushchairs, those with sensory impairments, cognitive, impairments and mental health issues etc.

1. To consider the provision of accessible parking spaces close to the principal entrance.
2. Consider the force required to open doors is not excessive (20 Newtons recommended)

3. Provide level access from the edge of the site (or ramped access where appropriate) and into the building.
4. To consider the use of colour and tonal contrast of floors, walls, doors and door fixtures to improve visibility for all users.
5. To consider the design and position of door furniture in terms of reach and grip.
6. To consider the provision of appropriate signage and way finding information from the site edge into and around the building.
7. To consider the provision of appropriate lighting both internal and external to the building.
8. To consider the seating needs of all users with particular emphasis on those who require assistance into standing from seated position.

The above list (B) is not meant as an exhaustive list of requirements needed to comply with the DDA but as an indication of some design aspects that should be considered.

Please note that compliance with Part-M does not remove all liabilities under the DDA 1995.

From October, 2004 service providers may have to make 'reasonable adjustments' in relation to those *'physical'* features of their premises that make it impossible or unreasonable difficult for disabled people to access a service. This may include removing, altering or providing reasonable means of avoiding physical features.

At present service providers are not required to make permanent alterations to the physical fabric of premises, fixtures, fittings or furnishings when providing auxiliary aids. However, the Act does not prevent service providers from taking these requirements into account at an earlier stage. Anticipating these requirements in existing building and maintenance schedules would be advisable in order to anticipate the 2004 requirements.

Should you wish to discuss any of the above issues please do not hesitate to contact me on (0118) 974 6379.

If you have any queries with regard to the Building Regulations please contact the area building control surveyor.

Yours faithfully,

Henry Knight
Access Officer

CC: **Heidi Lynch - WDC Planning Dept.**

Received by Wokingham District Council

Application No: F/2002/5717

PROPOSAL:
Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

LOCATION:
St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

The application is available for inspection at the locations & during the times detailed below:

WOKINGHAM DISTRICT COUNCIL, PLANNING RECEPTION, SHUTE END, WOKINGHAM between 8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday. (TEL: (0118) 974 6428)
OR
WOODLEY LIBRARY, HEADLEY ROAD, WOODLEY between 9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday and 1.00pm - 4.00pm Sunday. (closed all day Wednesday). If you intend to view this application at Woodley Library please allow 4 days from the date of this letter for delivery of plans and remember to quote application number F/2002/5717 to enable the library staff to locate the correct information.
OR
EARLEY TOWN COUNCIL, RADSTOCK HOUSE, RADSTOCK LANE, EARLEY between 9.00am – 1.00pm & 2.00pm – 4.30pm Monday to Friday. (TEL: (0118) 986 8995)

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Heidi Lynch P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 21/02/2002. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not be possible for an individual reply to be issued to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head of Planning and Transportation

28 January 2002

ADDITIONAL NEIGHBOUR CONSULTATION SHEET

APPLICATION NUMBER: F/2002/5717
CASE OFFICER: Heidi Lynch

ADDRESS OF ADDITIONAL NEIGHBOUR CONSULTATION	NUMBER OF DAYS FOR RESPONSE	DATE LETTER ISSUED (for Admin use)

Application Number : F/2002/5717	Map No : 52
Case Officer : HL	Site Area : 0·33
Valid Date : 21 - Jan 2002	Received Date: 21/01/2002

Level : Delegated Application

Description : Proposed change of use of part of church hall to Community Resource Centre with ancillary offices.

Location : St. Nicholas Church Hall, Sutcliffe Avenue, Earley, Reading.

Parish : EA Ward : LIT 28·1·02 TB.

Applicant : Wokingham District CVS .

Fee Required: £190 Fee Received: £190 (3)

Additional: ..... or Refund: .....

Enforcement Section to be notified ☐ (tick if required)

Additional information required for validation;

REASON	NOTES	DATE REQ	DATE RECD
LOCATION PLANS			
BLOCK PLANS	Parking?		
FORMS UNSIGNED			
S.66 MISSING/INCORRECT/ UNSIGNED			
ELEVATION PLANS			
FLOOR PLANS			
NO SCALE OR SCALE IS IMPERIAL			
ENCROACHMENT LETTER REQUIRED			
OTHER			

Is the site in a Conservation Area: ☐ Yes ☐ No If "Yes" which one _____

Is the site a Listed Building: ☐ Yes ☐ No

Is a Statutory Advertisement required: ☐ Yes ☐ No

INTERNAL CONSULTATIONS 28·1·02 B.

Building Control

Heritage (Harold Sanders)

Landscape

Trees

Environmental Health ✓

Housing

Leisure & Cultural Services ✓

Public Rights of Way Officer

Property

Policy & Plans ✓

Joint Strategic Planning Unit

Archaeological Officer (BABTIE)

Education

Social Services

Highways ✓

Disabled Access officer ✓

EXTERNAL CONSULTATIONS

Adjacent DPA : _____

Adjacent Parish : _____

SEB

British Gas

Oil pipeline

Transco

Environment Agency

Railtrack

Police Arch Officer

HERITAGE BODIES

Victorian Society
The Georgian Group
Ancient Monuments Society
Council for British Arch
RCHME
NRPB (Telecommunications)
Sport England
Society for Proct' of Ancient Bldgs
English Heritage

OTHERS

.....

.....

.....

.....

.....

.....

NEIGHBOURS

.....

S/N + see map.

.....

+ site inside red line.

.....

No pre-apps.

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

PART 1

APPLICATION FOR PERMISSION TO CARRY OUT DEVELOPMENT - TOWN AND COUNTRY PLANNING ACTS

Please answer **ALL QUESTIONS** in **BLOCK LETTERS**. If a question is not applicable, answer **N/A** in space. Please submit **SIX** copies of this form and plans to:-

THE DISTRICT PLANNING OFFICER
WOKINGHAM DISTRICT COUNCIL
PLANNING DEPARTMENT
P O Box No. 157
COUNCIL OFFICES
SHUTE END
WOKINGHAM
BERKSHIRE, RG40 1WR

FOR OFFICE USE ONLY

21. JAN. 2002* 5/17

1.	APPLICANT'S NAME	Wokingham District CVS
	ADDRESS	OLD SOCIAL CLUB ELMS ROAD WOKINGHAM
	POST CODE	RG40 2AA PHONE 0118 977 0749
2. If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	
	ADDRESS	N/A
	POST CODE	PHONE
3. On the plans show the SITE outlined in RED Show also OTHER land in the applicant's ownership or control in BLUE.	SITE LOCATION	PART OF ST NICOLAS CHURCH HALL SUTCLIFFE AVENUE EARLEY RG6 7JN
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		Change of use To Community Resource Centre To include Ancillary Offices
5. Give the area in hectares or part of a hectare	AREA OF SITE	.005 HECTARES
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	Lessee
7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	ORDANCE EXTRACT 1/1250 SCALE FLOOR PLAN 1/96 SCALE

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ?
Tick the boxes(x)

CHANGE OF USE	☑	REDEVELOPMENT	☐
ERECTION OF NEW BUILDING	☐	ALTERATION or EXTENSION	☐

9. WHAT TYPE OF APPLICATION IS THIS ?
Tick one box only

OUTLINE PERMISSION	☐	See question 10
FULL PERMISSION	☑	
APPROVAL OF DETAILS/RESERVED MATTERS	☐	State relevant outline permission number Also complete Question 10
TEMPORARY PERMISSION	☐	State period required
RELAXATION OF CONDITIONS	☐	State relevant application number Conditions to be relaxed

10. IF THIS IS AN OUTLINE APPLICATION OR AN APPROVAL OF RESERVED MATTERS, which details, if any, do you wish to be considered as part of this application ?

		SITING	☐
EXTERNAL APPEARANCE	☐	DESIGN	☐
MEANS OF ACCESS	☐	LANDSCAPING	☐

11. WHAT IS THE EXISTING USE OF THE LAND AND/OR BUILDING(S) e.g. residential, industrial, etc. If the site is vacant say so, and also state its previous use and when that ceased.

CHURCH HALL / RESOURCE CENTRE

12. DOES A PUBLIC RIGHT OF WAY CROSS OR ABUT THE SITE OR THE PROPOSED ACCESS? ~~YES~~/NO — If yes, show existing route(s) and any proposed alternatives on the plans

13. ARE THERE ANY TREES ON THE SITE? IF YES, ARE ANY TO BE FELLED? ~~YES~~/NO — If yes, please show their positions, spread and species on the plans and which, if any, are to be felled.

14. STATE EXTERNAL MATERIALS TO BE USED.

N/A

15. HOW WILL THE SITE BE ENCLOSED? Say whether walls, fences or hedges, and give height, colour and materials. If the site is divided into plots, say how each is to be enclosed.

~~N/A~~ as existing

16. HOW WILL SURFACE WATER BE DISPOSED OF?

N/A as existing

17. HOW WILL FOUL SEWAGE BE DISPOSED OF? ~~N/A~~ To existing system YES/~~NO~~ If no, please give details

18. WHAT ARE THE ACCESS ARRANGEMENTS?
AS EXISTING
AS PROPOSED
Give details of pedestrian and vehicular access

AS EXISTING

19. HAS PROVISION BEEN MADE FOR THE DISABLED? See notes for applicants

DISABLED TOILETS

20. IF THIS PROPOSAL INVOLVES RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS, COMPLETE THE FOLLOWING TABLE

	No. OF DWELLINGS/HABITABLE ROOMS PROPOSED	TO BE RETAINED	TO BE LOST
HOUSE	/ *	/ *	/ *
BUNGALOW	/ *	/ *	/ *
FLAT/MAISONETTE	/ *	/ *	/ *
OTHER	/ *	/ *	/ *

* STATE No. OF HABITABLE ROOMS

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE? YES/~~NO~~ If YES, complete Part 2 of the form

22. DOES THE PROPOSAL INVOLVE THE WINNING, WORKING OR PROCESSING OF MINERALS; THE DISPOSAL OF MINERAL WASTE, OR THE DEPOSIT OR PROCESSING OF REFUSE AND WASTE MATERIALS? ~~YES~~/NO If YES, please ask for and complete Part 3 of the form

23. STATE THE FEE ENCLOSED WITH THIS APPLICATION The current scale of fees is enclosed. If you believe a reduced fee or no fee is payable, say why.

£190

I hereby apply for permission in respect of the particulars described above and in the attached plans and drawings. If planning permission is granted, the development must be carried out strictly in accordance with the approved plans. Failure to do so could result in enforcement action being taken. Permission under the Town & Country Planning Acts does not obviate the possible need to apply for Building Regulations approval.

SIGNED [signature] ON BEHALF OF WOKINGHAM DISTRICT CVS DATE 18-01-02

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769c

PLANNING APPLICATION

PART 2

This part of the form need only be completed if the application involves non-residential development. Please answer all questions in print or block letters. If the answer is not applicable, write N/A in the space. You may wish to amplify your answers in a covering letter.

24. STATE THE GROSS FLOOR SPACE (by external measurement) OF ALL BUILDINGS TO WHICH THIS APPLICATION REFERS. Please give all floor areas in SQUARE METRES.

	USE CLASS	Existing floor space		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES				
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL				
[illegible]-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS	34 sqm	~~N/A~~ 34	N/A	N/A
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify RESOURCE CENTRE + ANCILLARY OFFICES	34 sqm	N/A	N/A	~~N/A~~ 34
OTHER	Please Specify				
	TOTAL	34 sqm			

25. IF C1 OR C2 USE IS PROPOSED, PLEASE STATE NUMBER OF BED SPACES: N/A

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	30	—
Proposed	—	—

27. DESCRIBE THE ACTIVITY OR PROCESSES TO BE CARRIED ON
Please provide details of any equipment, plant or machinery to be installed and any end products. You may wish to amplify your answers in a covering letter.

THREE COMPUTERS, PHOTOCOPIER. RESOURCE CENTRE FOR VOLUNTARY ORGANISATIONS NEWSLETTERS + DATABASE ACCESS

28. WHO WILL OCCUPY THE PREMISES?
a) Give the name and current operating address of the proposed occupier
b) Will these premises be vacated?

WOKINGHAM DISTRICT COUNCIL FOR VOLUNTARY SERVICES
a) WOKINGHAM VOLUNTEER CENTRE "OLD SOCIAL CLUB" ELMSRD
b) no Temporary usage by CVS.

29. IF KNOWN, HOW MANY PEOPLE ARE LIKELY TO BE EMPLOYED ON SITE AFTER COMPLETION OF THE DEVELOPMENT?

Existing Staff	Transferred Staff	New Staff	Total
1	1	3	4

30. DOES THE PROPOSAL INVOLVE THE USE OR STORAGE OF ANY OF THE HAZARDOUS SUBSTANCES LISTED IN THE NOTES?
If so, state this material, the quantity and method of storage.

N/A

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769d

YOUR PLANNING APPLICATION

WHY DO YOU NEED TO MAKE A PLANNING APPLICATION ?

New buildings, major alterations and enlargement of existing buildings, and many changes in the use of buildings and land need planning permission.
The Town and Country Planning Acts impose a duty on Local Authorities to control these changes, and this means that a balance has to be found between the need and pressure for change, and the desire to protect the character of settlements and the countryside.
The merits of each application are, therefore, carefully examined.

WHAT ELSE MAY YOU HAVE TO DO ?

Listed Building Consent:	for works to a Listed Building; or for demolition works on land within the curtilage of a Listed Building or within a Conservation Area.
Advertisement Consent:	for the display of advertisements or signs
Building Regulation Approval:	for most new building or construction work.

Special forms are available for these types of applications.

You should also check whether there are any other regulations with which you may need to comply.

WHAT HAPPENS TO THE APPLICATION ?

It will first be checked to see if it is complete and if it is, it will be registered.

Consultations will be carried out with public and other bodies, such as the Highway Authority, or Local Parish Councils.

Publicity may be given to allow local people the opportunity to comment on your proposals.

The application will be considered in relation to the Council's planning policies and guidelines, the past history of decisions on that site or in the locality, other standards (such as parking, or visibility at road junctions), and any other material considerations.

The site will be visited by a Planning Officer You may be asked to submit more information, or to amend your application.

The application will then be considered either by a Planning Committee or Sub Committee (made up of Councillors) or by the Chief Officer responsible for planning matters. Objections to an application will be taken into consideration by the Committee or the Chief Officer.

Shortly after the application has been determined, you will receive a Decision Notice.

HOW LONG WILL IT TAKE ?

An application will generally be determined within eight weeks although a longer period may sometimes be required for a complicated application.

WHAT SORT OF DECISION CAN BE MADE ?

Your application may be approved.

Your application may be approved subject to certain conditions. These could impose restictions on the use of land or buildings, or require further details to be approved at a later stage, (e.g. materials or landscaping).
You may appeal against the conditions, but this opens the entire permission to review by the Secretary of State.

Your application may be refused. The reason will be listed on the Decision Notice.

WHAT HAPPENS IF THE APPLICATION IS REFUSED ?

You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months. Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive planning permission.

DATA PROTECTION ACT 1984

'Information contained in this form is likely to be personal data within the terms of the Data Protection Act 1984, and as such will be held by the Council on computer (such as the PLANAPS applications processing system) and may be used by the Council only for purposes registered under the terms of the Data Protection Act.'

1789/a

SECTION 66 CERTIFICATE

Application No.

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

OR

+ See Note (a) to Certificate A

OR

(b) Insert description of steps taken.

(c) Name of local newspaper circulating in the area where the land is situated.

(d) Date of publication (which must be not earlier than the beginning of the period of 21 days ending with the date of the application).

CERTIFICATE A

21 JAN 2002* 5717

I certify that:

at the beginning of the period of 21 days ending with the date of the accompanying application, nobody, except the applicant, was the owner of (a) of any part of the land to which the application relates.

CERTIFICATE B

I certify that:

I have/The applicant has* given the required notice to everyone else who, at the beginning of the period of 21 days ending with the date of the accompanying application was the owner (a) of any part of the land to which the application relates, as listed below.

Owner's(a) name	Address at which notice was served	Date on which notice was served
PARISH OF ST NICOLAS EARLEY	53 SUTCLIFFE AVENUE EARLEY RG6 7SN.	11/01/02

CERTIFICATE C

I certify that

- I/The applicant* cannot issued a certificate in accordance with either paragraph (a) or paragraph (b) of Section 66(1) of the Act in respect of the accompanying application.

- I have/The applicant has* given the required notice to the persons specified below, being persons who at the beginning of the period of 21 days ending with the date of the application were owners (a) of any part of the land to which the application relates.

Owner's(a) name	Address at which notice was served	Date on which notice was served

- I have/The applicant has* taken all reasonable steps open to me/him/her* to find out the names and addresses of the other owners (a) of the land, or of a part of it, but have/has* been unable to do so. These steps were as follows:

  (b) .....

  .....

- Notice of the application as attached to this Certificate, has been published in

  the (c) .....

  on (d) .....

1789/b

CERTIFICATE D

I certify that

● I/The applicant cannot issue a certificate in accordance with paragraph (a) of Section 66 of the Act in respect of the accompanying application.

OR

● I/The applicant have/has taken all reasonable steps open to me/him/her to find out the names and addresses of everyone else who, at the beginning of the period of 21 days beginning with the date of application was the owner (a) of any part of the land to which the application relates, but have/has been unable to do so. These steps were as follows:

(b) . . . . . .

. . . . . .

(b) Insert description of steps taken

(c) Insert name of local newspaper circulating in the area where the land is situated.

(d) Insert date of publication (which must not be earlier than the beginning of the period of 21 days ending with the date of the application).

● Notice of the application as attached to this Certificate, has been published in the (c) . . . . . .

on (d) . . . . . .

ALL APPLICANTS MUST COMPLETE THIS SECTION

Agricultural Holdings Certificate

One or other section must be crossed through as not applicable.

If any of the site is part of an area of land which is let or there is an agreement to let the land for agricultural purposes to a tenant, it may be an agricultural holding. Further advice may be obtained from the Department.

If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

● None of the land to which the application relates is, or is part of, an agricultural holding.

OR

● I have/The applicant has given the required notice to every person other than my/him/herself who, at the beginning of the period of 21 days ending with the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's name	Address at which notice was served	Date on which notice was served

Signed . . . . . .

On behalf of MID KINGHAM DISTRICT C.V.S. . . . . .

Date . . . . . 16:01-02 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

(1) 1.4.86

ADDRESS ST. NICHOLAS CHURCH & HALL SUTCLIFFE AVENUE PARISH ~~WOODLEY~~ Earley

PLOT No. ORD. SHEET No. SU. 7571 (52

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
285/49	Rev S.C. Robinson	Church & Hall	12/7/49	App. C/A
178/52	" /Detached House in	Church Grounds	8/4/52	App. App
R/248/66	Parochial Church Council	New Church	1/9/66	App. C/A
R/116/69	"	New Church	15.5.69	App. C/A
R/546/70	South Woodley & Maiden Erleigh Voluntary Cont. for old prefabrication of Day Centre		31-12-70	N/A - C/A
06037	DR. D C HUNDAY	PORTABLE UNIT AS PRS SURGERY		
04538	ST. NICHOLAS CHURCH	S/STOREY HALL HOT	14.12.78	N/A C/A
BR10226	"	NEW VESTRIES	7.2.79	App. N/A
16488	"	STORAGE BLDG & WCs	19.11.81	N/A C/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

(2) 1.4.86

ADDRESS ST NICHOLAS CHURCH SUTCLIFFE AVE PARISH ~~WOODLEY~~ Earley

PLOT No. ORD. SHEET No. SU 7571 (5

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
BR14662	St Nicholas Church	New stores & WC	22.12.81	app as rec'd
BRA10274	"	ALTS. AT CHURCH HALL	29.6.91	App
F/2002/5717	Wok. District CVS	C. of U. to Community Resource Centre with ancillary offices		

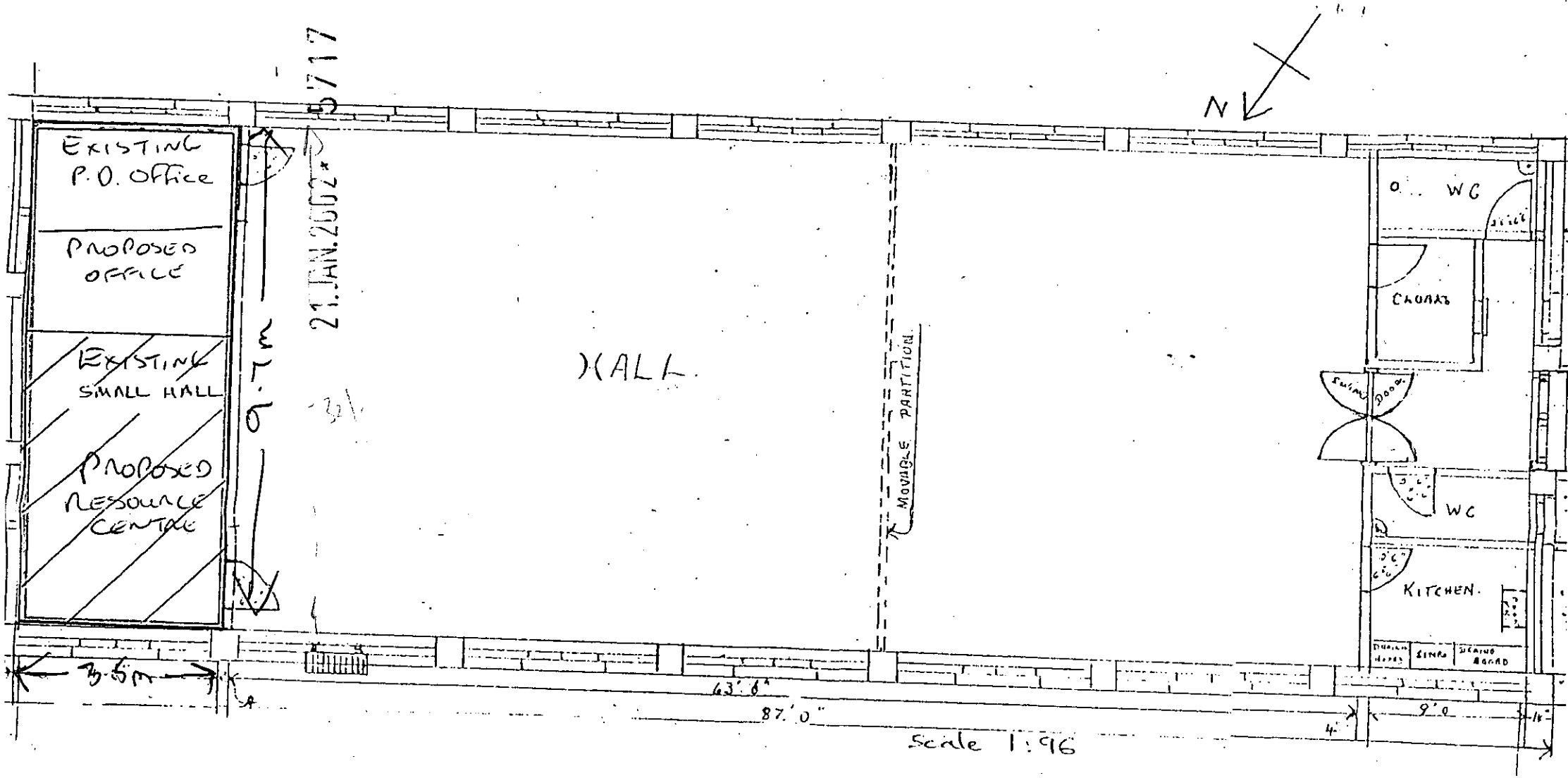
DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS PDENQ - D1 CICISS - 30.11.01 J. Earl

DRAINAGE

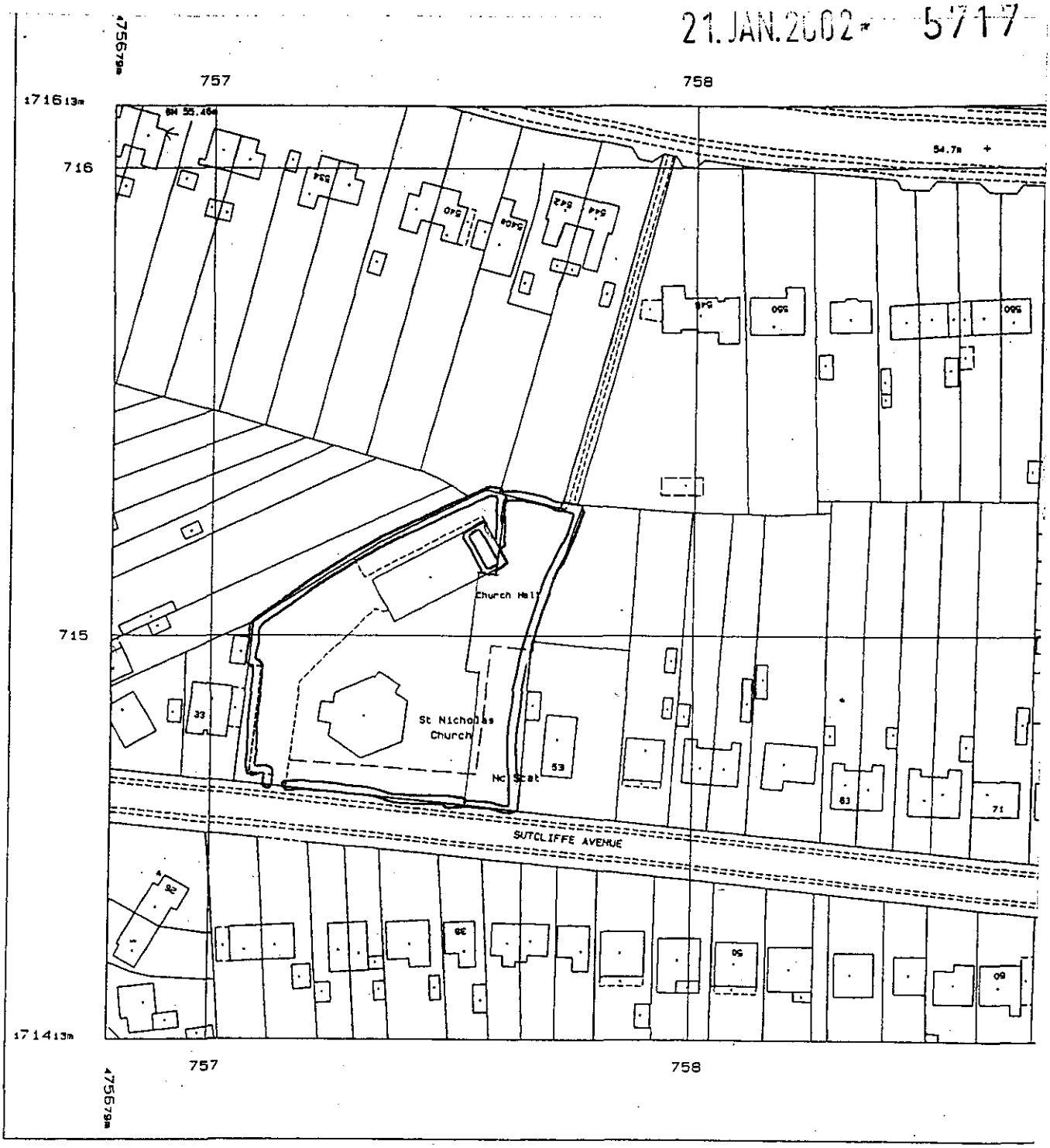
091074



N
EXISTING P.O. Office
PROPOSED OFFICE
EXISTING SMALL HALL
PROPOSED RESOURCE CENTRE
9.7m
3.5m
HALL
MOVABLE PARTITION
WC
CLOAKS
WC
KITCHEN
63'6"
87'0"
9'0
Scale 1:96

APPROVED

21.JAN.2002 5717



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File: 21871

Date: SEPTEMBER 1999

Scale: 1:1250

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Dunster + Morton
CHARTERED SURVEYORS
92 London Street • Reading • Berkshire RG1 4SJ • Fax 0118 955 1725
0118 955 1700

ST NICHOLAS' VICARAGE
SUTCLIFFE AVENUE
EARLEY
READING
BERKSHIRE

APPROVED

Education and Cultural Services Memorandum

WOKINGHAM UNITARY
Aiming for Excellence

To: Heidi Lynch **From:** Tim Green

Cc: Iain Root

Re: **F/2002/5717** **Date:** 14/3/02

St Nicholas Church Hall,
Sutcliffe Avenue, Earley

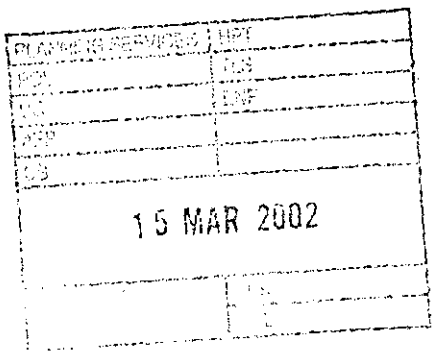
Heidi

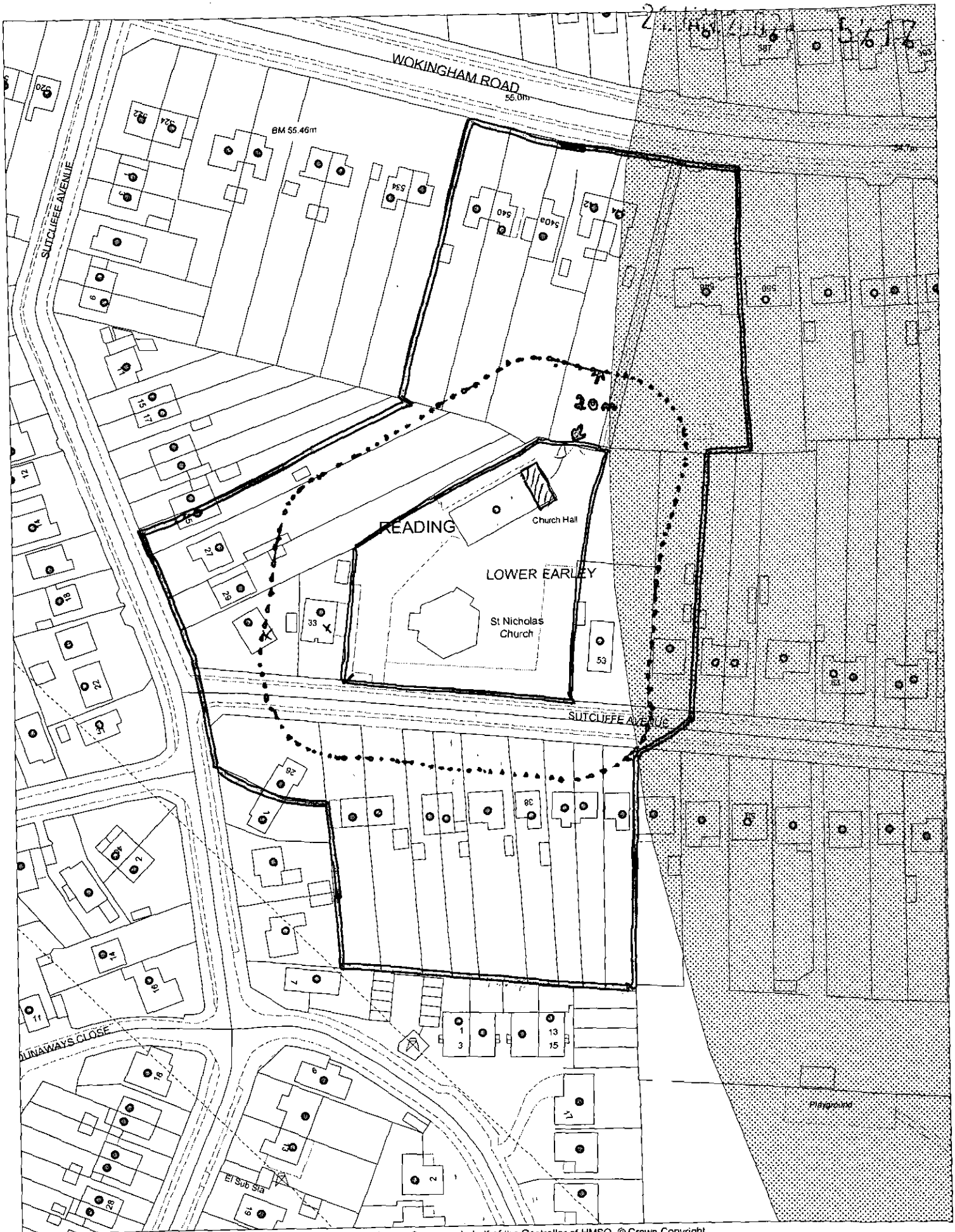
Please find below comments for planning application F/2002/5717 as requested in your memo dated 28th January.

From the information provided, this application is from a change of use of part of a church to a community resource centre. Therefore it will still be used for religious purposes. However, although there is no loss of public open space there will be an increase in the number of employees relating to this site.

Therefore Leisure Services would request an off site contribution of £500 in respect of this planning application to be used towards improvements at Meadow Park play area.

Tim





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Development Control Section, Environmental Services, Wokingham District Council.
25 January 2002

Scale: 1 : 1250

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