

Date: 20 November 2025
Application: 252782



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 252782

Applicant: The Owner and/or Occupier

Site Address: Former Prince Bros / Grove Service Station, Old Bath Road, Charvil, Twyford, RG10 9QJ

Parish: Charvil

Grid Reference: Easting - 478172, Northing - 176037

Type of Development: Minor General industrial/storage/warehouse (1-999 sqm)

Proposal: Full application for the proposed change of use from service station to a fuel oil storage and distribution facility including demolition of 2 no. existing buildings and a garage and the recladding of the existing building, installation of 8 no. fuel oil storage tanks and construction of retaining structures, plus refurbishment of hardstanding, car parking and other associated works.

Case Officer: Marcus Watts

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 252782. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **11 December 2025**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	252782
Address:	Former Prince Bros / Grove Service Station, Old Bath Road, Charvil, Twyford, RG10 9QJ.		
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Type of Development:	Minor General industrial/storage/warehouse (1-999 sqm)		
Site Visit Made:	Yes/No		

Summary Of Recommendations

- ☐ No comment
- ☐ No objection
- ☐ No objection subject to conditions (and reasons) **stated below**
- ☒ Request further information before determination as **stated below**
- ☐ Objection due to the reason(s) **stated below**

Comments On Proposal

General

The applicant proposes to change the use of existing service station (Sui Generic) of 798 sqm to a fuel oil storage or distribution facility of 360 sqm (Class B8).

A Pre-application (Reference 242203) has been submitted prior to the formal planning application. The Highways have outlined the requirements of a Transport Statement to be submitted in the formal application. A pre-application meeting was also arranged in November 2024 to provide detailed recommendations.

The Highways have also provided comments to the withdrawn application 250959 of this site for a similar site plan. Most comments in 250959 remains relevant and are recapped in this memo.

The Highways welcome the submission of a Transport Assessment with this application.

Sustainability

The site is located within walking/cycling distance of Twyford town centre and within 400m of a bus stop. A3032 Old Bath Road has footways on either side and streetlighting. Therefore, the site is considered to be accessible by modes other than the private car.

Traffic Impacts

Trip Generation

The site is located on A3032 Old Bath Road, part of the primary road network. ATC vehicle flow data has been provided which recorded up to 8000 vehicles/day (two-way) on the A3032.

The TA considers trip generation of the existing, extant use of the site against the proposed development. Typically, there would be around 56 movements/day (weekdays) split across three main periods. The majority of these would be within the development's AM peak of 06:00-07:00 for 38 two-way movements, when staff arrive at the site and HGV's leave. This level of traffic is not considered to have a significant impact on the highway network (less than 1%), which is acceptable.

HGV Routing

The operational logistics will result in the majority of HGV's serving the London area. The TA states that all vehicles will leave the site westbound, turning left onto the A3032, linking to the A4, A329 (M) and M4. The proposed vehicle routing will avoid Twyford town centre, which is welcome.

Highways recommend that the vehicle routing shall be included within an Operational Logistics Plan (OLP) and this is requested prior to determination.

Access and Manoeuvring

There are two existing accesses into the site. It is proposed to use the western access which has larger geometry and greater visibility splays. However, the information in paragraph 1.2.2 (eastern main access and western secondary access) are inconsistent with Figure 1.1 and the submitted swept paths. Clarification is required.

Swept path analysis has been provided to demonstrate that the junction is suitable to accommodate a 15.3m HGV. Once within the site, it is proposed to demolish part of the existing building and undertake minor works to alter the kerbs to widen the access to 7m wide, as indicated on the swept path drawing within the TA, which is welcomed.

The site is to operate with a one-way system around the fuel tanks and acceptable swept path analysis has been demonstrated to ensure vehicles can enter and leave the site in forward gear, which is acceptable.

The required driveway clearances for vehicles are subject to the dimensions and arrangement of the parking spaces, which the Highways cannot determine if the rigid vehicles in parking spaces 10/11 and 19/20 will have sufficient clearance for turning. Swept path analysis for those spaces are required.

In respect of visibility splays from the site access, it is acknowledged that this does not meet the full standard for the recorded vehicle speeds, when looking east. However, this is an existing access, and the proposed traffic generation is considered to be comparable to the existing extant use. The majority of vehicle movements will occur before the AM peak hour of the wider highway network. As such, it is not considered that there will be any additional significant adverse impact on highway safety. In addition, there have been no personal injury accidents attributed to the existing access, including turning movements, within the past 5yr period.

The gates are set back to ensure HGV's do not obstruct the public highway. The supporting information states that gates will be managed to ensure no queuing of vehicles will occur. It is recommended that this shall also be included within the OLP.

Parking

The submitted site plan indicates parking for 31 vehicles of varying sizes within the rear compound and 9 existing car parking spaces to be retained along the site frontage. The majority of HGV's will be parked overnight, staff will arrive during the AM, those who have driven will leave their vehicle in the space vacated by the HGV. Additional parking is provided for office, service and maintenance staff. The level of parking is considered acceptable based on the operational logistics as described.

Cycle Provisions

An area for secure cycle storage has been indicated and this is welcome. It is stated within the TA that this would provide storage for up to 20 cycles, which is acceptable. Further details are required on the detailed design of the cycle store and to demonstrate suitable access, whilst also considering the changes to the kerbs/vehicular access in this location.

The provision of lockers for cycle equipment/changing and showers is requested to be provided whenever applicable. This shall be accessible to all staff that cycle.

Electric Vehicle Charging

Non-residential buildings with more than 10 parking spaces will be expected to provide a minimum of one EVCP, and cable route for EVCP in a minimum of one fifth of the total number of remaining parking spaces, under the latest Building Regulations (Approved Document S). This is required to be indicated on the site plan.

Construction Management

An outline Construction Logistics Plan has been submitted with the application, and this is considered acceptable in principle. The CLP will need to be secured by condition and a final version submitted prior to commencement of any works on site.

Operational Logistics

An outline Operational Logistics Plan is required for this proposal prior to determination. The OLP shall include details on the stated operation of the business such as proposed vehicle routing, parking management and managed vehicle access. The OLP would then be subject to a planning condition.

Conditions & Reasons (if required)			
Date:	27/11/2025	Signed:	JP