

Date: 15 April 2026
Application: 260751



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

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Berkshire, RG40 1BN

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 260751

Applicant: Mr Justin Treverton

Site Address: Land and garages to the North East side of Headley Road, Woodley, Reading, RG5 4JG

Parish: Woodley

Grid Reference: Easting - 476719, Northing - 173370

Type of Development: Minor Dwellings (1-9)

Proposal: Full application for the proposed erection of 1no. 2 bedroom dwelling to include 3no. dormers, with garden and parking following demolition of existing garages.

Case Officer: James Fuller

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 260751. 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 **7 May 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	260751
Address:	Land and garages to the North East side of Headley Road, Woodley, Reading, RG5 4JG.		
Proposal:	Full application for the proposed erection of 1no. 2 bedroom dwelling to include 3no. dormers, with garden and parking following demolition of existing garages.		
Type of Development:	Minor Dwellings (1-9)		
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 will propose to convert four existing garages into one new dwelling with three habitable rooms. The existing site access onto Headley Road East is retained.

The site location is acceptable in terms of access to sustainable modes of travel. The site has acceptable access to the pedestrian and cycle network, and public transports.

The traffic generated from one new dwelling is unlikely to have significant impacts on the wider highway network.

Parking

Existing Provisions of Parking

The transport technical note suggests that the existing site provides access to the parking area between 163 and 167 Headley Road East. Drawing ref. 'Existing Ground Floor Plan' confirms the dimensions of the existing garages to be circa 2.4m wide x 5.4m long.

While the technical note confirms that the proposed site is under separate ownership to the existing dwellings, insufficient information has been provided to identify who have access to the existing site and who are currently utilising the garages and

driveway parking in front of the garage. These details are required to determine if the loss of parking provision of the proposed site will result in adverse impact on highway safety due to displacement of parking demand onto public highway.

Proposed Provision for the New Dwellings

According to the WBC Car Parking Standards, this proposal of such scale in Urban location will require two parking space within the red line boundary. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

The proposed driveway has sufficient spaces to provide two parking of suitable dimensions, which is acceptable. However, the applicant may wish to review the proposed orientation of the parking or the landscaping adjacent to the parking spaces to facilitate vehicle manoeuvring.

Cycle Parking

According to the WBC Parking Standards, one cycle parking allocation will be required per dwelling for three or less habitable rooms.

While the Highways welcome the provision of secured cycle store, the applicant is advised to enlarge the internal length of the cycle store to 2m long. The proposed internal length of 1.79m will unlikely be sufficient.

EV Charging Points

Each new dwelling will be expected to provide a minimum of one EV Charging Point under the latest Building Regulations (Approved Document S). One EVCP is indicated on the proposed site plan, which is welcomed.

This may be subject to further authorisation via Building Control.

Refuse Collection Arrangement

According to Manual for Streets, the maximum carrying distances for households (30m) and refuse collection operators (25m) from the collection point.

The proposed carrying distance for refuse collection operator between the bin store and public highway is circa 37m, the proposed position of the bin store shall be revised.

Conditions & Reasons (if required)

Date:	30/4/2026	Signed:	JP
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