

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260810
Site Address:	53 to 55, Crockhamwell Road, Woodley, RG5 3JR
Expiry Date:	31 August 2026
Site Visit Date:	16 July 2026
Proposal: Full application for proposed replacement windows at the first floor, including a new covered cycle store and refuse storage area.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP9 – Scale and Location of Development Proposals CP13 – Town Centres and Shopping CP15 – Employment Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits TB15 – Major Town, and Small Town/District Centre development TB16 – Development for Town Centre Uses
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements ER6 – Town, district and local centres and shopping parades ER9 – Woodley town centre and Lower Earley district centre DH1 – Place making and quality design DH3 – Shopfronts
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document Woodley Design Statement

PLANNING HISTORY

Application No.	Description	Decision & Date
131542	Application for advertisement consent for the installation of 1 x non-illuminated fascia sign.	Approved 29/01/2014
061420	Proposed erection of illuminated signage to front and side of shop.	Approved 27/12/2006
040477	Proposed erection of internally illuminated fascia and projecting signs.	Approved 20/01/2005

042238	Proposed installation of new main door and D D A access ramp.	Approved 07/10/2004
032293	Proposed internally illuminated ATM surround and 1 cashpoint fascia sign.	Approved 10/07/2003
030758	Proposed installation of additional cashpoint machine.	Approved 10/07/2003
021375	Proposed installation of razor spikes, anti-vandal paint and fencing for security purposes and warning notices.	Approved 25/07/2002
000253	Proposed erection of non-illuminated nameplates.	Approved 16/05/20000
981659	Proposed Erection Of Satellite Antenna on Side Of Building.	Approved 26/01/1999
981503	Proposed Erection Of Replacement Illuminated Fascia And Projecting Signs.	Approved 31/12/1998

CONSULTATION RESPONSES

Internal

WBC Property Services – No comments received.
WBC Drainage – No objection.
WBC Highways – Request further information. Information submitted.
WBC Landscape and Trees – No comment to make.
WBC Ecology – No comment to make.
WBC Cleaner and Greener – No comments received.
WBC Green Infrastructure – No comment to make.

External

None.

REPRESENTATIONS

Parish/Town Council	No objection.
Ward Member(s)	No comments received.
Neighbours	One letter received from a neighbouring commercial unit requesting that the location of the cycle and refuse areas be moved away from the area to the rear of the goldsmiths unit. Officer comment: While the comment is noted, the Local Planning Authority has assessed the proposal based on the information submitted. No revisions have been made to the locations of the cycle and refuse areas.

APPRAISAL

Site Description:

The application site consists of a substantial two-storey commercial building comprising commercial units at ground-floor level with office space above.

The building is in a prominent position at the Lytham Road and Woodlands Avenue junction. The building forms the southern edge of Woodley Town Centre Primary Shopping Area.

Proposal:

This application seeks approval for the replacement of all windows at first-floor level, plus the erection of a covered cycle store and refuse area to the rear of the building.

Principle of Development:

The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high quality design without detriment to the amenities of adjoining land uses and occupiers.

Criterion 3 of TB15 of the Managing Development Deliver (MDD) Local Plan states that planning permission will only be granted for proposals for main town centre uses within Wokingham town centre or small town/district centres where they demonstrate that:

- a) They are of a scale and form that is compatible with the retail character of the centre and its role in the hierarchy of retail centres
- b) How it retains or increases the provision of Use Class A1 (Shops) in primary shopping frontages and the provision of Use Class A1 or A2 (Financial and professional services) or A3 (Restaurants and cafes) or A4 (Drinking establishments) or A5 hot food takeaways in secondary shopping frontages
- c) They contribute to the provision of day and evening/night-time uses and are compatible with other uses
- d) They enhance vitality and viability.

In this instance, the proposal relates to replacement windows and the erection of a cycle store and refuse area. The proposed service areas are proportionate to the size and scale of the main building and compliant with point a). No change of use is proposed. The building would remain in its current commercial use with office space above, and compliant with point b). As no additional use provision is proposed, points c) and d) are not relevant. Therefore, the proposed development is considered to comply with Policy TB15 of the MDD.

Character of the Area:

The application site comprises a commercial and office building located within Woodley Town Centre and the designated Primary Shopping Area. The building is not statutorily listed and does not lie within a Conservation Area. In visual and architectural terms, the building is of a functional design, characterised by simple elevations, flat roof form and modern materials. It is considered to make a limited positive contribution to the architectural or historic character of the town centre.

The proposed replacement windows at first-floor level would alter the existing fenestration by dividing the current large window openings into two smaller windows separated by an infill panel. Whilst this would reduce the overall glazed area, the changes would be relatively minor in the context of the building's appearance and would not materially alter its overall form, scale or visual presence within the street scene. The proposed uPVC windows would be consistent with the appearance of fenestration found on many other commercial properties within the Primary Shopping Area and would therefore appear sufficiently in keeping with the prevailing character of the locality. Consequently, the proposal would have a neutral effect on the character and appearance of both the host building and the wider town centre environment.

The proposed cycle store would comprise a curved galvanised steel shelter providing space for up to eight bicycles, together with an adjacent refuse storage area. These structures would be sited to the rear of the building within the existing car park. The western and south-western boundaries of the car park are enclosed by an existing high-level brick wall which would provide substantial screening of the proposed facilities from public vantage points along Lytham Road and Woodlands Avenue. Furthermore, cycle parking and refuse storage facilities are common features within commercial and town centre environments and would not appear incongruous within the existing parking area. Given their modest scale, functional design and screened location, the proposed cycle store and refuse area would not give rise to any adverse impact on the character or appearance of the site or the surrounding town centre.

Overall, the proposed development would preserve the character and appearance of the area and would have a neutral visual impact on the town centre setting.

Neighbouring Amenity:

Overlooking:

No additional windows are proposed as part of the development. The changes to the fenestration are limited to the replacement of the existing first-floor windows, whereby the current larger window openings would be replaced with two smaller windows separated by an infill panel. As such, the outlook from the building would remain substantially the same as existing, and the proposal would not introduce any new opportunities for overlooking.

Consequently, views from the fenestration would be unchanged and would not result in any detrimental loss of privacy to neighbouring occupiers over and above the degree of mutual overlooking that already exists within this town centre setting. The proposal is therefore considered acceptable in terms of neighbouring residential amenity.

Loss of Light & Overbearing:

The proposed development would not result in any unacceptable overbearing impact or loss of light to neighbouring occupiers. No changes are proposed to the overall footprint, height, scale or massing of the existing building. The alterations are limited to changes to the first-floor fenestration and, as such, would have no bearing on the relationship between the building and adjoining properties in terms of overbearing impact, overshadowing or loss of light.

The proposed cycle store and refuse storage area would be located within the existing rear car park. These structures would be of a modest scale and single-storey form and are typical ancillary features associated with commercial development. There are no ground-floor windows in close proximity to the proposed service structures, and the nearest residential properties are in excess of 27m away. Given the separation distances involved, together with the modest scale and siting of the proposed structures, it is not considered that the development would result in any detrimental overbearing effect, overshadowing or loss of light to nearby residential occupiers.

Accordingly, the proposed development is considered acceptable in respect of neighbouring amenity.

Highway Access and Parking Provision:

The proposed cycle store and refuse storage area would be located within the existing private car park to the rear of the site. The Local Highway Authority initially requested justification for the loss of parking provision. However, an email received from the applicant's agent dated 24 August 2026 confirms that the proposed cycle store and refuse area would not be sited on any existing designated parking spaces. As such, the proposal would not result in the loss of any formal parking provision and no further justification in this regard is considered necessary.

The Local Highway Authority also requested that the refuse storage area be located within a 10m carrying distance of the public highway. Revised plan 25.1577/101 was submitted which shows the location for bin storage on collection day to the north of the access.

The Highways Officer had also requested that the dimensions of the proposed cycle store be amended to meet the requirements shown in Table 11-2 of LTN 1/20 for Sheffield stands. Revised plan 25.1577/101 was submitted and complies with the relevant dimensions.

Whilst the proposed refuse area would exceed this distance, it is noted that the existing commercial waste bins serving the site are currently located within the area proposed for the two wheelie bins. The existing refuse collection arrangements therefore already operate from this location and there is no evidence to suggest that this has given rise to operational difficulties. The proposal would retain this established arrangement, with the addition of a purpose-built bin store to contain and screen the bins from view within the car park. Consequently, it is considered that the proposed refuse storage arrangements would continue to function satisfactorily and would not give rise to any highway safety or collection concerns.

Landscape and Trees:

The Council's Trees and Landscape officer was consulted and raised no objection to the proposal. They commented: *"The Council's Tree and Landscape Officer has no comment on the fenestration change or location of new cycle store and refuse storage area. These proposed developments will not impact any existing trees or vegetation"*.

Conclusion:

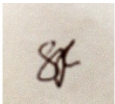
For the reasons set out above and subject to conditions, the proposed development is acceptable as it accords with local plan policy and guidance.

Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

The Public Sector Equality Duty (Equality Act 2010): In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approve
Date:	24 August 2026
Earliest date for decision:	5 August 2026

Recommendation agreed by: (Authorised Officer)	
Date:	1.9.26

PLANNING CONSTRAINTS/STATUS

Primary Shopping Area

Retail Centre

Major Development Location

Electricity Sub Station Consultation Zone

Civic Space

South Lake Ward

Bulmershe & Coronation Ward

Woodley Parish