

Date: 1 December 2025
Application: 252863



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 252863

Applicant: Mr Justin Hove

Site Address: 1 Palmerstone Road, Earley, Wokingham, RG6 1HL

Parish: Earley

Grid Reference: Easting - 474442, Northing - 173036

Type of Development: Other Change of Use

Proposal: Full application for the proposed change of use of the building to residential institution (Use Class C2).

Case Officer: Cameron Young

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 252863. 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.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	SW		
Service:	WBC Highways	App No:	252863
Address:	1 Palmerstone Road, Earley, Wokingham, RG6 1HL.		
Proposal:	Full application for the proposed change of use of the building to residential institution (Use Class C2).		
Type of Development:	Other Change of Use		
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

This memorandum is regarding the request for further information for the planning application 252863 at 1 Palmerstone Road, Earley. The application seeks for a change of use from Use Class C3 (existing dwelling) to Use Class C2 (residential institute). The proposed works consist of zero net change in the number of habitable rooms (with no physical alterations).

Staffing Arrangements

The proposed staffing arrangements are acceptable.

Traffic and Trips

The proposed level of trip generation is acceptable. By considering the proposed staff and visitor arrangements, the site will have sufficient off-site parking within the red line to accommodate all the parking demands from staff and visitor.

The applicant confirms that there will be routine school attendance from the site (during peak hours). However, given the scale of the proposal, the traffic impact will not be significant.

Given the age of the residents (aged 10-17), the utilisation of the on-street parking is not needed, the site can limit driving activities from the residents. The applicant shall confirm that the residents are not expected to own any cars.

Access and Parking

The proposed access and parking arrangements are acceptable.

Cycle Parking

The proposed cycle parking provision is acceptable.

Waste Management

The proposed waste management arrangements are acceptable.

Summary

Subject to the confirmation of parking arrangement, WBC Highways have no objection to the proposed works subject to the following conditions:

- CF4 – PARKING (AS APPROVED)
- CG1 - CYCLE PARKING (APPROVED)

Conditions & Reasons (if required)

Date:	17.12.2025	Signed:	SW
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