[redacted]

SYSTEMS LTD

APPLICATION NO:
TP/2001/3141

LOCATION:
Swallowfield Office Services Wyvols Court Basingstoke Road, Swallowfield Reading.

APPLICANT:
HQ Global Workplaces C/O Atkins Walters And Webster

PROPOSAL:
Renewal of temporary permission for parking on agricultural land.

EARLIEST DATE FOR DECISION: **08/02/2001**

APPLICATION WILL HAVE EXPIRED ON:
05/03/2001

CASE OFFICER: **Elaine Connor**

(EC)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

HQ Global Workplaces
C/O Atkins Walters and Webster
25 King Square
Kingsdown
Bristol
BS2 8JA

Application Number: TP/2001/3141

Parish:	**SWALLOWFIELD**
Location:	**Swallowfield Office Services, Wyvols Court, Basingstoke Road, Swallowfield, Reading.**
Proposal:	**Renewal of temporary permission for parking on agricultural land.**

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 conditions, the reasons for which are specified hereunder.

Condition
1. The agricultural land shall be restored to its former use on or before 27/08/01 in accordance with a scheme of work to be submitted to and approved in writing by the Local Planning Authority.

Condition
2. There shall be no direct vehicular access from the temporary car park onto the track leading from the farm to Basingstoke Road.

Reason
1. To enable the applicant to seek an acceptable permanent solution to on-site parking requirements.

Reason
2. In the interests of highway safety.

Informative

1. This temporary permission has been granted to allow the applicant an opportunity to consider options and seek planning permission for a permanent solution to their parking requirements. It is unlikely that permission for further extensions of time will be forthcoming unless substantial progress has been made.

John Mitchell

John Mitchell
Development Control Manager
Date: 27/02/2001

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.

SWALLOWFIELD PARISH COUNCIL
PENTON COTTAGE
SWALLOWFIELD STREET, SWALLOWFIELD
READING, BERKS, RG7 1QX
Tel: 0118 988 5929 Fax: 0118 988 6443
email: clerk@swallowfieldpc.freeserve.co.uk

PLANNING SERVICES | HPT 40049
PDL | TLS
DC | ENF
APP |
GS |
19 FEB 2001
COPIES TO: | ACK:
FILE:
14/02/2001

FAXED AND POSTED

Planning Dept.,
P.O. Box 157,
Wokingham District Council,
Shute End,
Wokingham,
Berks. RG40 1WR

Dear Sirs,

Application Number: TP/2001/3141
Location: Swallowfield Office Services, Wyvols Court, Basingstoke Road, Swallowfield
Proposal: Renewal of temporary permission for parking on agricultural land.
Case Officer: Elaine Connor

The Parish Council has been concerned over the last year with the amount of parking in the front of the building on the highway verges, which not only damages the verges, but is also unsightly and may conceivably cause a traffic accident.

Consequently the Parish Council wholeheartedly supports this application, as refusal could cause serious problems.

However, given that a substantial amount of off-street parking will always be needed at this site, the Parish Council does feel that ideally a permanent solution should be aimed at, rather than repetitive renewals of temporary permissions.

Yours faithfully,

C Adams

Mrs. C. Adams, Clerk

Tel: (0118) 974 6451

Date: 16/1/01

My ref: TP/2001/3141

CONFIDENTIAL

Councillor D Beatty
The Lieutenants Cottage
Three Mile Cross
Reading
RG7 1AP

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: TP/2001/3141
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.
Renewal of temporary permission for parking on agricultural land.

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 **Elaine Connor** on **(0118) 974 6451.** 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 26/1/01.

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM
Case officer: **Elaine Connor** Application Number: **TP/2001/3141**
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.
Renewal of temporary permission for parking on agricultural land.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor D Beatty

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

Received by Wokingham District Council

Application No: TP/2001/3141

Proposal:
Renewal of temporary permission for parking on agricultural land.

Location:
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. closed all day Wednesday). If you intend to view this application at Woodley Library (see details above) please allow 4 days from the date of this notice for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Elaine Connor P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 08/02/2001. 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 normally be possible for an individual reply 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 Planning and Transportation

15 January 2001

Wokingham District Council
Planning Application

Town and Country Planning (General Development Procedure) Order 1995 – Notice under Article 8

AND/OR

Planning (Listed Buildings and Conservation Areas) Regulations 1990 and Planning (Listed Buildings and Conservation Areas) Act 1990

Application No: TP/2001/3141

Proposal:
Renewal of temporary permission for parking on agricultural land.

Location:
Swallowfield Office Services Wyvols Court Basingstoke Road Swallowfield Reading

This application is being advertised in the Reading Chronicle newspaper on the 02/02/2001 for the following reason(s);

SITE IS WITHIN THE CURTILAGE OF A LISTED BUILDING

The application can be inspected at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. closed all day Wednesday)

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Elaine Connor P.O. Box 157 Council Offices, Shute End, Wokingham, Berkshire, RG40 1WR to arrive before **23/02/2001**. 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 observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Date: 02/02/2001

WORK SHEET FOR : Elaine Connor

Application Number : TP/2001/3141

Applicant : HQ Global Workplaces C/O Atkins Walters And Webster.

Location : Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.
Proposal : Renewal of temporary permission for parking on agricultural land.

Site Notice Displayed ? :

YES	NO	DATE
✓		31.1.01.

Date of Neighbour Notifications : .....

Date of Site Visit : .....

Date Registered : 08/01/2001

Earliest Date for Decision : 08/02/2001

Latest Consultation Date/Site Notice Expiry Date : 08/02/2001

This application will have expired on: 05/03/2001. 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 : Comments as per app. no. 1186
CONSERVATION: no objection - see Harolds comments on file.

SWALLOWFIELD P.C :

Planning Issues :
IMPACT UPON SURROUNDING AREA
IMPACT UPON SETTING OF LISTED BLDG.

Application No. TP/2001/3141

Appraisal:

The application being considered proposes the renewal of a previous consent for temporary parking at Swallowfield Office Services, Wyvols Court, to provide additional parking for a period of 6 months.

The site, which forms the subject of this application, does not lie within the curtilage of Wyvols Court, but forms part of the site to the rear, Wyvols Farm. In 1996 planning permission was given for the use of this site for overspill car parking, for a period of three years. Last year an application was submitted to renew this consent for a further three years. Planning permission was given for a limited period of three months in order to give the applicant an opportunity to investigate the possibilities of forming additional parking within the curtilage of Wyvols Court.

The Local Planning Authority still considers the existing arrangement to be an unacceptable solution for permanent parking at Wyvols Court. Although an informative on the previous application stated that subsequent applications of this nature would not be considered favourably, it is apparent that the applicants are making a concerted effort to try and resolve the parking problems. It is therefore considered that the proposed application is acceptable.

RECOMMENDATION: Approve

Application Number TP/2000/~~1186~~ 3141
Conditions/~~Reasons for Refusal~~

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
01	SC03		use / (6 Months)
			To enable the applicant to seek an acceptable,
			permanent solution to onsite parking requirements
02		→	There shall be no direct vehicular
			access from the temporary car park
			onto the track leading from the farm
			to Basingstoke Road.
		→	In the interests of Highway safety
INFORMATIVE			This temporary permission has been granted to
			allow the applicant an opportunity to consider options
			~~[illegible]~~
			and seek planning ~~ap~~ ~~consent~~ permission for a permanent
			solution to their parking requirements. It is
			unlikely that permission for further extensions of
			time will be forthcoming unless substantial
			progress has been made.

RECORD OF SITE VISIT

SITE ADDRESS: Swallowfield Office Services Wyvols Court Basingstoke Road Swallowfield Reading.

APPLICATION NUMBER: TP/2001/3141

OFFICER: Elaine Connor

DATE OF SITE VISIT: 31.1.01

1 SITE/STATUTORY NOTICE DISPLAYED ? yes.

2. DESCRIPTION OF SURROUNDINGS

Wyvols Ct: Listed build. w. modern extension - office use
Wyvols farm: farm buildings adj. to Wyvols Court.

3. DESCRIPTION OF SITE/BUILDING

4. RELATIONSHIP TO ADJOINING PROPERTIES

N/A.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS

HIGHWAYS CONSULTATION SHEET

From: Elaine Connor **Date:** 15 January 2001

Application Number: TP/2001/3141

Proposal: Renewal of temporary permission for parking on agricultural land.

Parish: SWALLOWFIELD PARISH

Site Address:
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.

Applicant:
HQ Global Workplaces C/O Atkins Walters And Webster.

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).

Comments as per app no. 1186, dated 09/05/00.

Signed: _____ **Print name:** Adam Coggins

19/01/01

To:
Harold Sanders
Urban Design And Conservation Officer

From: Elaine Connor

18 JAN 2001

Date: 15 January 2001

Application Number: TP/2001/3141

Proposal: Renewal of temporary permission for parking on agricultural land..

Site Address:
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.

Applicant:
HQ Global Workplaces C/O Atkins Walters And Webster.

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

I CONSIDER THE RENEWAL SHOULD ONLY BE PERMITTED ON A LIMITED TIME SCALE AND WITH A CONDITION THAT ANY ADDITIONAL PARKING SHOULD BE PROVIDED ON SITE.

PREVIOUS DISCUSSION HAD BEEN HELD WITH THE, THEN, DEVELOPMENT CONTROL MANAGER TO DISCUSS POSSIBLE USE OF THE FARM BUILDINGS FOR OFFICES. THE PRINCIPLE WAS RESISTED.

THE HISTORIC ELEMENT OF THIS LISTED BUILDING IS SMALL COMPARED TO THE TOTAL DEVELOPMENT. ITS SETTING HAS THEREFORE BEEN COMPROMISED.

ANY ADDITIONAL PARKING SHOULD BE PROVIDED ON THE SITE, WITH ADEQUATE LANDSCAPE SCREENING (TREES + PLANTING). NO CARS SHOULD BE LOCATED OUTSIDE THE PRESENT ROAD FRONTAGE.

Harold Sanders CONSERVATION + DESIGN ARCHITECT.

30. JAN. 01.

HIGHWAYS CONSULTATION SHEET

From: Emy Circuit

Date: 19 April 2000

Application Number: TP/2000/1186

Proposal: Application for temporary permission for use of agricultural land for car parking.

Site Address:
Swallowfield Office Services Wyvols Court, Basingstoke Road, Swallowfield, Reading.

Applicant:
Swallowfi Office Services Ltd C/O Broadway Malyan.

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).

---

1) There shall be no direct vehicular access from the temporary car park onto the track leading from the farm to Basingstoke Road. In the interests of highway safety.

Signed: [signature] 9/5/00 **Print name:** T CURTIS

Sharp Recruitment Reading Ltd

12 High Street, Pangbourne, Reading, Berkshire, RG8 7AB
Tel: (0118) 976 6411 Fax: (0118) 984 3584
Email: Sharprec@aol.com Website: www.sharprecruitment.co.uk

PLANNING SERVICES | HPT
POL | TLS
DC EC | ENF
APP |
CS | 39073
24 JAN 2001
COPIES TO: IJ | ACK:
FILE:

John Mitchell
Development Control Manager
Wokingham District Council
Environmental Services Department
Planning Services
PO Box 157
Shute End
Wokingham
Berks RG40 1WR

22 January 2001

Dear John

Application Number: TP/2001/3141
Site Address: Swallowfield Office Services, Wyvols Court, Basingstoke Road, Swallowfield, Reading
Proposal: Renewal of temporary permission for parking on agricultural land

Further to your letter to us dated the 15 January 2001 relating to the above application. We write to advise you that we moved out of these offices in May 2000.

Would you please be kind enough to amend your records accordingly.

Yours sincerely

pp Tina Reay
Director

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	08 JAN 2001
Officer: EC	Application No. TP | 2001 | 3141

Map No. 103 Site 0.09

Easting: ..... Flood Pln .....

Northing: ..... Mineral .....

Level: ☐ **Sub Committee** ☑ **Delegated** ☐ **Sec. State**

☐ **Incorrect Fee** ☐ **Invalid** ☐ **PD**

Description:

(TP) Renewal of Temporary permission for parking on agricultural land

Location: Wyvols Court Basingstoke Road

Parish: Swallowfield Ward: Swallowfield 15-1-01 TB

Applicant: H a Global workplaces

Fee (S) Received 95.00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties			
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required ..... Curtilage of listed Building (G 2)

Date Site Notice Sent : 15.1.2001 D Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees .....
Conservation Officer ✓ .....
Environmental Health .....
Housing .....
Leisure & Cultural services .....
Public Rights of Way .....
Property .....
District Secretary (only if called in by SOS) .....
Policy & Plans .....
Strategic Planning (JSPU) .....
Minerals (INTERNAL) .....
Archaeological Site (BABTIE) : .....
Education .....
Social Services .....
Highways ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A : .....
Adjacent Parish : .....
Southern Electricity Board : .....
British Gas .....
PSA Oil Pipeline .....
Transco : .....
Environment Agency .....

Rail Track .....
Police Arch. Liaison Officer .....

HERITAGE BODIES

The Georgian Group .....
Ancient Monuments Society .....
Council for British Arch. .....
RCHME .....
Telecommunications (NRPB) : .....
Sport England : .....

OTHERS: (Rural Area)

.....
.....
..... No pre-apps. .....

NEIGHBOURS:

..... SIN + Wyvols Court Farm, Basingstoke Rd, ...
..... Swallowfield (as for app no. .../1186) .....
.....
.....
.....
.....
.....
.....
.....
.....

Atkins Walters Webster

08 JAN 2001

RF/rnas/1731/D/1

5th January 2001

Ms Elaine Conner
Environmental Services Department
Planning Services
Wokingham District Council
P O Box 157
Shute End
Wokingham
Berkshire RG40 1WR

Dear Ms Conner

Swallowfield Office Services at Wyvols Court
Application No TP/2000/1186

I am sorry that road conditions prevented us meeting on site to discuss the potential for moving the car parking within the grounds of Wyvols Court, but enclose a planning application for renewal of the temporary permission for the parking as it stands on the adjacent agricultural land. I will try and rearrange a meeting on site in the near future.

Yours sincerely

Richard Francis

Encl.

Cc Jim Vallance - HQ Global Workplaces

chartered architects
lead consultants
master planners
interior designers
space planners
planning supervisors

Berkeley House
25 King Square
Bristol BS2 8JN
Tel 0117 923 2535
Fax 0117 942 6689
email Bristol@aww-uk.com
www.aww-uk.com

London Office
Tel 020 7724 4300
Fax 020 7724 4600
email London@aww-uk.com

Atkins Walters & Webster Ltd.
Company No.3489253
Vat No.140101445

directors
Alan J Atkins
B.Sc., B.Arch.(Hons), RIBA
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B.Sc., B.Arch.(Hons), RIBA
John P Webster
B.A., B.Arch.(Hons), MCD, RIBA, MRTPI
Richard B Francis
B.Sc., B.Arch.(Hons), RIBA, MAPS
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B.A.(Hons), Dip.Arch., RIBA

london associate
Gregory J Slater
B.Sc., B.Arch.(Hons), RIBA

RIBA
RTPI

1789/a

SECTION 66 CERTIFICATE

Application No.

08.JAN.2001* 314

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

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
D. WATERER	WYOLS COURT FARM BASINGSTOKE ROAD SWALLOWFIELD, READING, BE	POSTED 5TH JAN 2001

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

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.

Agricultural Holdings Certificate

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

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 . . . . . .

Date . . . . . .

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

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.

CERTIFICATE A

I certify that: 08.JAN.2001* 3141

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.

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

OR

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

+ See Note (a) to Certificate A

OR

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

(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).

- 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

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.

Agricultural Holdings Certificate

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

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 R. [illegible]

On behalf of ATKINS DALTERS WEBSTER

Date 5th APRIL 2001

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

1933

①

ADDRESS WYVOLS COURT FARM, BASINGSTOKE ROAD PARISH SWALLOWFIELD

PLOT No. LISTED BUILDING ORD. SHEET No. SU7264-7364 103

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
BR467	R.R. WATERER LTD	Steel frame building	15.4.74	App
20182	" "	Erect Barn	18.4.74	N/A C/A
BR11504	" "	Portable Storage building	7.8.79	App
21605	" "	O/L Res Courtyard Dev	28.6.84	N/A R
21606	" "	O/L Farmhouse	28.6.84	N/A R
21601	" "	C/U Part house to office	26.7.84	N/A R
*24809	BERKS SECURITIES LTD	C/U + Ext for add office	30.1.86	R
24810 LBC	" "	Refurb. Dem o/Bldgs new ext + link. Part demo courtyard link. C/U to office	30.1.86	R
*24811 LBC	" "	" "	30.1.86	R
24812	" "	O/L Det Farmhouse	30.1.86	R
31387	WATERER + Co	O/L Farmhouse	1.9.88	C/A 4A

MINISTRY DECISION 24809/24810 App Dismissed 13.8.87. 24809 Allowed on redetermination 17.5.88

SPECIAL ORDERS TPO 486/89 TPO 768/95

1933

②

ADDRESS WYVOLS COURT, BASINGSTOKE ROAD PARISH SWALLOWFIELD

PLOT No. ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
31391/2	WATERER + CO	MOBILE HOME	1.9.88 - 30.9.90 or on Completion of farmhouse	C/A
33139/40 LBC	SWALLOWFIELD DEVS	2/ST EXT. Res to office	11.5.89	C/A
33762	"	Restoration + Repair	5.7.89	C/A
BRA 7585	MR R. WATERER	Office Refurb + EXT	27.10.89	App
35946	"	Dwelling (Farmhouse	4.7.90	dA C/A
36088	SWALLOWFIELD DEVS	Entrance pillars + walls	1.8.90	C/A
BRA 9068	MR R. WATERER	DET HOUSE	28.6.90	App
36530	SWALLOWFIELD OFFICE	2 LETTING BOARDS	9.10.93	C/A 31.10.93
37249	SWALLOWFIELD DEVS	EXT LIGHTING (Retro)	3.7.91	C/A
37339 LBC	"	"	"	C/A

MINISTRY DECISION 24811 App Granted 13.8.87. 35946 LA Signed/Issued 5.9.90.

SPECIAL ORDERS

1933

(3) WYVOLS Court

ADDRESS Basingstoke Road PARISH Swallowfield

PLOT No. ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
40807 -	Swallowfield Office Services	2 Non-ill Letting Boards	3.6.93	CLA 30.6.95
96/64075/TEM.	"	C/o/use Agr. Land to Carparking for Ads. Office Premises	12.8.96	12.8.99
98/67880/A	RR Waterer & Co	Non-Ill - Sign (Retro)	15.10.98	REF
12000/1186	Swallowfield Office Svcs. Ltd.	T.P for Agric. land for car parking	11.7.00	APP

MINISTRY DECISION

SPECIAL ORDERS . TPO 768/95

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.'

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

08. JAN. 2001 *

3141

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

1.	APPLICANT'S NAME	HQ GLOBAL WORKPLACES
	ADDRESS	5 PARK PLACE
		LONDON
	POST CODE	SW1A 1LP PHONE
2. If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	ATKINS WALTERS & DEBSTER
	ADDRESS	25 KING SQUARE, KINGSDOWN
		BRISTOL. ARCHITECT RICHARD FRANCIS
	POST CODE	BS2 8JN PHONE 0117 9732535
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	SWALLOWFIELD OFFICE SERVICES WYVOLS COURT, BASINGSTOKE ROAD, SWALLOWFIELD READING.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		RENEWAL OF TEMPORARY PERMISSION FOR PARKING ON AGRICULTURAL LAND
5. Give the area in hectares or part of a hectare	AREA OF SITE	APPR. 0.06 HA.
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	LOCATION PLAN

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	63 PREVIOUS TP/2000/1186
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.

CAR PARKING - RENEWAL PREVIOUS TEMPORARY PERMISSION.

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

16. HOW WILL SURFACE WATER BE DISPOSED OF?

N/A

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/NO

If no, please give details N/A

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

AS EXISTING

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.

£95.00

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 ATKINS DALTON & DEBSTER DATE 05/01/01

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".

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: Retained in existing use	Existing floor space: Lost by change of use or demolition	Proposed additional floorspace created by: New building	Proposed additional floorspace created by: 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				
B3-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

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

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing		
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.

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

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

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.

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".

CONDITION MONITORING RECORD SHEET

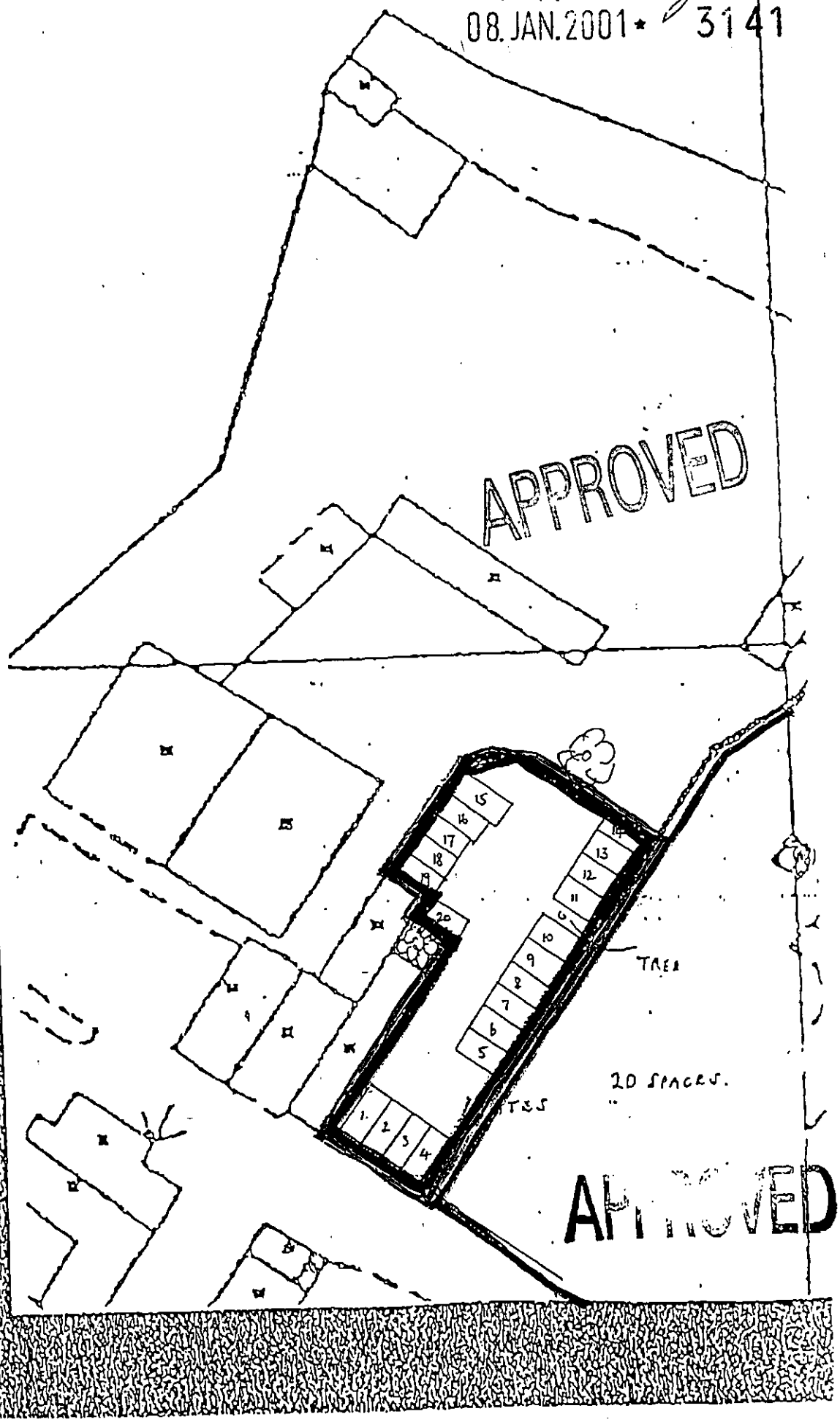
APPLICATION NO: **TP/2001/3141**
CASE OFFICER: **Elaine Connor**
SECTION 106 AGREEMENT Yes ☐ No ☐

STAGE OF DEVELOPMENT	CONDITION NUMBER	DATE CONDITION DISCHARGED	DATE COMPLIANCE OBSERVED	DATE BREACH OBSERVED
PRIOR TO COMMENCEMENT				
COMMENCEMENT				
DURING CONSTRUCTION				
COMPLETION				

1/500 APPROX.

R.L. Waters & Co
Swallowfield Office Services Ltd.

08. JAN. 2001 * 3141



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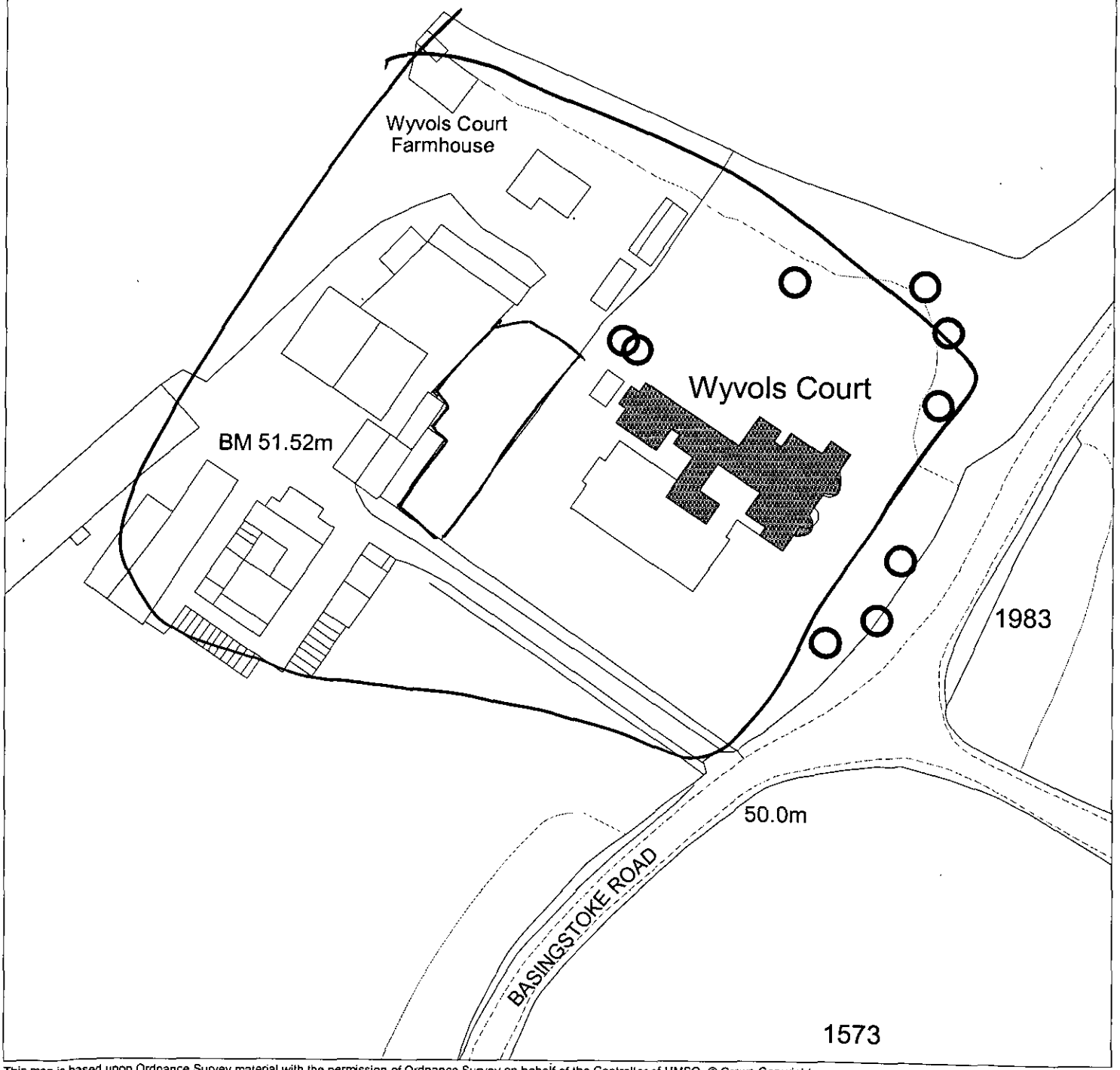

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Development Control Section, Environmental Services, Wokingham District Council.
9 January 2001

Scale: 1 : 1250

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