

Date: 23 January 2026
Application: 260120



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 260120

Applicant: Mr S Makombe

Site Address: Cousins House, 1-3 Reading Road, Finchampstead, Wokingham, RG27 0RP

Parish: Finchampstead

Grid Reference: Easting - 477502, Northing - 162556

Type of Development: Other Change of Use

Proposal: Full application for the change of use of the building to a Patient Transport Service building (Use Class Sui Generis). (Retrospective)

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 260120. 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 **13 February 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	260120
Address:	Cousins House, 1-3 Reading Road, Finchampstead, Wokingham, RG27 0RP.		
Proposal:	Full application for the change of use of the building to a Patient Transport Service building (Use Class Sui Generis). (Retrospective)		
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

The site is subject to a Pre-application Reference 240893 and a previous planning refusal 242418. The applicant proposes to change the use from office (Class E(g)(i)) to a Patient Transport Service building.

As the existing GFA and the numbers of staff will remain unchanged, it is therefore expected that there will be no additional demand for car parking. The proposed change of use is unlikely to have significant impacts on the wider highway network.

While the proposed carpark on Drawing No. GP/03/25 (Rev C) is acceptable for large saloon cars, the Highways are aware that 22 no. LGV/PSV parking spaces were proposed in 242418, but 25 no. car parking spaces were proposed in the block plan and the application form and 20 no. parking spaces as stated in Paragraph 2.30.

Neither of the proposed parking arrangements can accommodate the proposed operating needs as stated in Paragraph 1.15. Clarification is required.

The applicant is required to update the proposed parking plan and submit the swept path analysis with the largest vehicles that will utilise the proposed parking spaces, to demonstrate vehicle can enter and leave the driveway in forward gear by utilising the existing access.

Conditions & Reasons (if required)			
Date:	2/2/2026	Signed:	JP