

Date: 9 May 2025
Application: 250939



**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: 250939

Applicant: Mr YEMENGLU UK LTD

Site Address: Maidenhead Aquatics, Garden Centre House, 656 Reading Road, Winnersh, Wokingham, RG41 5HG

Parish: Winnersh

Grid Reference: Easting - 476632, Northing - 171383

Type of Development: Minor All other developments

Proposal: Full application for proposed single storey rear extension to existing office building to facilitate additional office space following the demolition of the existing outbuilding (retrospective).

Case Officer: Claire Moore

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 250939. 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 found on the Z Drive at: [Z:\Standard Planning Conditions](#).

Your observations are required in respect of this application within **10 working days** of the above date or **15 working days** if the development type is classed as a major development.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	250939
Address:	Maidenhead Aquatics, Garden Centre House, 656 Reading Road, Winnersh, Wokingham, RG41 5HG.		
Proposal:	Full application for proposed single storey rear extension to existing office building to facilitate additional office space following the demolition of the existing outbuilding (retrospective).		
Type of Development:	Minor All other developments		
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 applicant proposes to convert and extend the pre-existing garden shed to outbuilding with office and storage. The applicant has states that the proposed extension will increase numbers for staff from 3 equivalent staff to 6 staff. Four parking spaces are proposed within the red line.

While the Highways cannot identify the approved uses and parking spaces of the site, both the pre-existing site and the proposed site are likely being used as a display room.

As the proposed plan only indicates the office and storage area, the applicant shall provide operations details of the proposal, if applicable, in form of the net changes between the pre-existing and proposed development. This includes clarifying the area for display goods, the anticipate maximum numbers of external visitors during the peak periods, the distribution of visitor and staff parking, and confirming if up to 6 no. of staff will work at the same time.

The applicant is required to justify the proposed parking within the red line. If the applicant might intend to utilise any unallocated parking spaces at the wider site, parking survey data shall be provided to verify the existing parking utilisation.

The above information is required for Highways to determine the sufficiency of the proposed parking.

Conditions & Reasons (if required)

Date:	12/5/2025	Signed:	JP
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