

Date: 8 October 2025
Application: 252063



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

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Berkshire, RG40 1BN

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Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 252063

Applicant: Ms Lola Ogundele

Site Address: 2 Steggles Close, Woodley, Wokingham, RG5 3AH

Parish: Woodley

Grid Reference: Easting - 475729, Northing - 173817

Type of Development: Other Change of Use

Proposal: Full application for the proposed change of use from residential to mixed use of residential and supported living accommodation (mixed Class C2/C3).

Case Officer: Kieran Neumann

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 252063. 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 **29 October 2025**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	252063
Address:	2 Steggles Close, Woodley, Wokingham, RG5 3AH.		
Proposal:	Full application for the proposed change of use from residential to mixed use of residential and supported living accommodation (mixed Class C2/C3).		
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

The development proposes to change the existing 3-bedroom dwelling into a children's home (Class C3(b) / C2) for up to two children between the ages of 6 and 17 years. There will be a maximum 5 full-time staff working in shift, with 3-4 staff members on duty at any given time.

The planning statement has only provided details for the proposed Use Class C2, the applicant is required to clarify what will be difference in operations between the Use Class C2 and C3(b).

Parking

According to the WBC Parking Standards, Residential Primary or Secondary Education will require one car parking space per full time equivalent staff member, which will equivalent to four parking spaces without considering the additional demand during staff changeover. Each parking space shall have minimum dimensions of 5.0m x 2.5m.

Two parking spaces on the existing driveway will be retained. As the garage does not fully meet the council's requirement for car parking, it is not count towards parking provision. Meanwhile, as the parked cars are owned by different staff members, the existing parking arrangement with tandem parking is not suitable.

It is acknowledged that the nearest bus stops at Howth Drive Top is circa 300m from walking distance from the site. According to the latest census data, 78.6% of residents living in area Wokingham 003D commute to work by car. While it is reasonable to assume some of the car trips can be offset by sustainable travel modes, the extent of such a shift is unlikely to reach the level anticipated by the proposed development.

As Steggles Close is a turning head and public adopted highway, utilising Steggles Close for on-street staff parking is not acceptable.

The applicant is required to revise the proposed parking plan to provide at least three parking spaces within the red line to prevent encroachment of public footway and to ensure highway safety. Each space shall be accessible independently.

If less than three parking spaces can be provided on-site, the applicant shall consider reducing the number of staff on-site at any given time to be no more than three.

The applicant is also required to clarify the operation details, including staff rotas, arrangement of staff changeovers and visitor management, to ensure the parking demand can be properly managed.

Cycle Provision

The existing garage remains suitable for cycle storage, which is acceptable.

Refuse Collection

While the Highways expect the existing refuse collection remains suitable for the proposal, to avoid overspilling of wastes and recyclables to the driveway, the required area of the refuse collection point shall be confirmed with the council's Cleaner & Greener team.

Conditions & Reasons (if required)

Date:	9/10/2025	Signed:	JP
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