

Date: 23 April 2026
Application: 260746



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

Minicom No: (0118) 974 6991

Dear WBC Highways,

Full Planning Approval Consultation

Application Number: 260746

Applicant: Mr Archie Nolan

Site Address: Plot B, Lot 4, Eversley Road, Arborfield, Reading

Parish: Arborfield and Newland

Grid Reference: Easting - 476109, Northing - 165948

Type of Development: Minor Dwellings (1-9)

Proposal: Full application for the change of use of land to a gypsy and traveller site to allow the stationing of two residential caravans for occupation, with associated access and residential use.

Case Officer: Helen Maynard

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 260746. 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 **15 May 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP [ML]		
Service	WBC Highways	App No:	260746
Address:	Plot B, Lot 4,, Eversley Road,, Arborfield,, Reading.		
Proposal:	Full application for the change of use of land to a gypsy and traveller site to allow the stationing of two residential caravans for occupation, with associated access and residential use.		
Type of Development:	Minor Dwellings (1-9)		
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 proposals are for the change of use of land to a residential caravan site comprising of 1 plot with two static caravan dwellings. The applicant states that the proposed plot will use the “*existing track (with planning permission)*.” However, given the existing conditions and the absence of approved council record, unless the applicant can justify that it is an existing lawful access for vehicles, it is to be considered as a new access, which is discussed further below. It has therefore been referred to throughout this response as the ‘*proposed*’ access.

It is noted that other applications have been submitted to WBC (Ref: 260209, 260735, 260736, 260737) which utilise the same proposed access. Due to these other applications, the proposed access is considered to be a shared access for all plots.

The applicant has not provided a significant amount of information regarding parking, cycle storage, refuse strategy, access arrangements, internal access road design etc.

WBC Highways have provided a response on the information given, to enable the applicant to provide further information if they wish to proceed. However, it should be noted that at present WBC Highways are likely to object to the application on the

basis of insufficient information regarding the proposed new access, highway safety and lack of pedestrian infrastructure and connectivity to local amenities.

The applicant should provide a revised Block Diagram that includes a key, and a Block Diagram and Location Plan that show consistent red line boundaries.

The traffic generated from two pitches of caravans are unlikely to have significant impacts on the wider highway network. Should further development come forward at this location, the combined traffic generation will need to be considered.

Access

The proposals would require a new access onto the A327 Eversley Road. This response considers this to be a proposed shared internal access road.

The access would either require a new access junction with bellmouth, or a new dropped kerb to be installed, subject to the proposed access arrangement and the total numbers of plots to be served by the proposed access.

As the proposed access is situated near a street lighting column, a telegraph pole and what appears to be a utilities box, the WBC Streetworks / Highway Assets teams may need to be consulted by the applicant.

The Planning Statement provided also refers to a “*second established access to the south.*” The block plans do not indicate a secondary access. The applicant should provide detail on the secondary access to be considered in the proposal.

Proposed Access Road

The proposed internal access road should be designed in line with WBC Living Streets: Highways Design Guide (2019) and should be designed to adoptable standards even if it is to remain as a private road. Whenever, applicable, the junction with the A327 should also be designed to adoptable standard.

For residential development with less than 10 plots, the shared access road will need to be upgraded to a minimum width of 4.1m to accommodate two-way traffic. A 4.5m wide shared access will be required to accommodate up to 25 residential plots.

Further information is required to demonstrate the use of the proposed internal access road in the event of vehicles accessing and egressing simultaneously. This should include passing places as appropriate.

Visibility Splays

Eversley Road is subject to a speed restriction of 50mph. Visibility splays of 2.4m x 160m should be provided in line with DMRB for a 50mph road. If a speed survey is conducted at the proposed access point, the 85th percentile speed may be used, provided the applicant provides full results of the speed survey.

The proposed plans do not highlight the street lighting column, telephone pole or road sign located on the A327 just to the north-east of the proposed access. To add,

the vegetation to be removed on the plan appears much less than the vegetation present along the northwestern edge of Eversley Road. The applicant is to demonstrate that visibility splays to be provided in accordance with Figure 3.1 of DMRB CD 109, with no obstruction to the required sightlines between a driver's eye height of 1.05 m and an object height of 0.26 m over the full stopping sight distance. Within the visibility splay, the sightlines shall be across land within the applicant's control or highway land and shall be clear of obstructions to visibility between 0.6m and 2.0m in height.

A Stage 1 Road Safety Audit report is required for a new access onto an A-road which is to be submitted by the applicant. It should be noted that this also requires the speed survey results to be reported.

Dependent on the Average Annual Daily Traffic (AADT), to be obtained via an Automatic Traffic Count (ATC), further highway works may be required such as implementing a ghost island, in line with DMRB CD123.

Swept Path Analysis

A proposed site layout plan has been provided; however, the furthest point of the site exceeds the 40m threshold from the public highway for emergency access. In turn, the applicant is expected to demonstrate the manoeuvring of a fire tender vehicle entering and leaving the site access in the forward gear with the below dimensions:



DB32 Fire Appliance	
Overall Length	8.680m
Overall Width	2.180m
Overall Body Height	3.452m
Min Body Ground Clearance	0.337m
Max Track Width	2.121m
Lock to Lock Time	6.00s
Kerb to Kerb Turning Radius	7.910m

Swept path analysis of the site access is to be shown on a plan for cars, fire tender, refuse vehicles (noted below in 'Refuse Collection Strategy') to and from both directions of the A327. It should be noted that under no circumstances shall vehicles reverse from the site access into the A327, and all manoeuvring is to be shown to occur within the red line.

The applicant is to confirm the largest vehicle, which is anticipated to access the site, and provide additional swept path analysis of this vehicle if it is different to the refuse vehicle, as noted below. The applicant is required to show that the largest vehicle and a large saloon car can pass each other at the site access

Pedestrian Access

The proposals have not proposed any improvement along the A327 or surrounding area which would provide pedestrian access into the site at the proposed access, or along the proposed access road to access the caravan plot.

The lack of pedestrian access strategy is to be considered by the applicant as WBC Highways would likely object to the proposals on this basis.

As mentioned below in '**Sustainability**', if the applicant does not propose suitable pedestrian connection, then WBC Highways would likely object to this application on the grounds of both sustainability and the proposed access arrangements.

Sustainability

The applicant is to provide information referencing distances to local amenities and facilities, in accordance with the preferred maximum distance set out in IHT's Guidelines for Providing Journeys on Foot.

There are no pedestrian or cycle connections between the site and surrounding infrastructure, including no crossing point near the proposed access to provide continuous connection with the pedestrian and cycle network along Eversley Road and Baird Road. Should the applicant wish to continue with the proposals, WBC Highways would expect the applicant to suggest suitable improvements to enhance the site sustainability and accessibility.

The implementation of a footway and crossing in the location of the proposed access will have to consider potential impacts on services, land ownership, drainage and utilities to determine its viability.

Given the site will be access via the A327 Eversley Road, a Stage 1 RSA will be expected for any proposed alteration that will impact on road user behaviours, or change the outcome of a collision.

Due to the above, Highways would object to the proposals on the grounds of sustainability unless the applicant can suggest any suitable contributions and/or improvements.

Parking

Parking is to be provided in line with WBC Parking Standards, and each parking space is to have the minimum dimensions of 2.5m x 5.0m. In general, proposed each dwelling in a 'village' location will require two to three parking spaces. The applicant is required to provide a plan showing the proposed site layout which includes parking spaces with the correct dimensions per caravan.

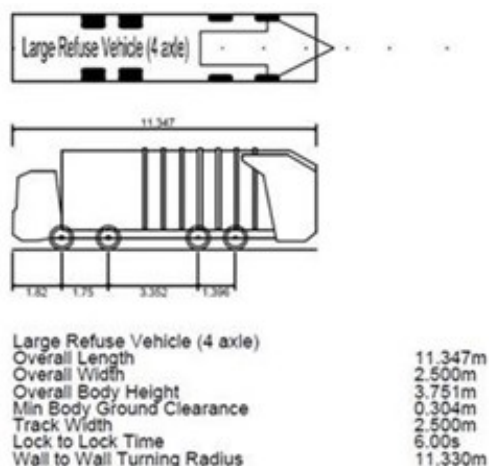
The parking spaces for each pitch are required to be accessed independently.

Cycle Provision

Cycle storage is to be provided in line with WBC Parking Standards. In general, one cycle parking allocation will be required per caravan for 3 or less habitable rooms, two for 4-5 habitable rooms and three for 6+ habitable rooms. The proposed cycle storage is to be indicated on a plan.

Refuse Collection Strategy

In line with MfS, the maximum carrying distances for households is 30m, and refuse collection operators is 25m from a refuse collection point. Given the length of the access road and the distance of the site from the public highway, a refuse vehicle will have to enter the site to undertake refuse collection and perform a three-point turn without entering the plot extents. In turn, swept path analysis is required to demonstrate the manoeuvring of a refuse vehicle entering and leaving the site access in the forward gear with the below dimensions:



Consultation with WBC's Cleaner & Greener team regarding refuse collection is recommended as this is a shared access.

If the applicant does not intend to use the council's refuse collection service, details of the private refuse and servicing strategy should be provided.

Summary

WBC Highways have provided comments on this application noting that other applications of similar nature have also been submitted using the same proposed access (Ref: 260209, 260735, 260736, 260737). As such, this response notes the proposed access is a shared access.

Unless the applicant can justify its lawfulness, WBC Highways consider this to be a new access. Additional information is required regarding access arrangement, visibility and a Road Safety Audit Stage 1 for the new proposed access. The applicant is also advised to consult TM, and the WBC Streetworks / Highway Assets teams accordingly.

Swept path analysis is required for several vehicles to ensure that the site has been designed appropriately.

The above information is required; however, it should be noted that WBC Highways would likely object to this application given the lack of pedestrian connectivity and access to the site unless the applicant can suggest any suitable contributions and/or improvements.

Conditions & Reasons (if required)			
Date:	08.05.2025	Signed:	JP [ML]