SOUTHPORT U.K
LONDON OFFICE
YSTEMS LTD

APPLICATION NO:
TP/2000/0320

LOCATION:
Suffolk House Bath Road Reading.

APPLICANT:
Mr & Mrs C Davies C/O Charta Designs

PROPOSAL:
Application for temporary permission for change of use of games room to office.

EARLIEST DATE FOR DECISION: **12/02/2000**

APPLICATION EXPIRY DATE: **02/03/2000**

CASE OFFICER: **Nicola Lake**

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Refusal of Permission

Mr & Mrs C Davies
C/O Charta Designs
21 York Road
MAIDENHEAD
Berkshire
SL6 1SQ

Application Number: TP/2000/0320

Parish:	**WARGRAVE**
Location:	**Suffolk House, Bath Road, Knowl Hill, Reading**
Proposal:	**Application for temporary permission for change of use of games room to office**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Refuse 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.

Reason
1. The proposed development would generate additional traffic movements into and out of a primary Distributor Road, the A4 Bath Road, on a section where speeds are high and at a point where visibility is severely restricted and the safety and free-flow of traffic would be adversely affected. As such the proposed development is contrary to Policy WT7 of the Wokingham District Local Plan.

Reason
2. The proposed development would result in the increased use of a sub-standard access which would adversely affect road safety and the free-flow of traffic.

Reason

3. *The proposed development would result in a material intensification of* activity upon the site, to the detriment of the character and amenity of the Green Belt. As such, the proposal is contrary to Policies 1, 17 and 19 of the Green Belt Local Plan for Berkshire and Policies WOS3 and WGB1 of the Wokingham District Local Plan.

Head of Planning and Transportation

Date: 22 March 2000

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.

Received by Wokingham District Council

Application No: TP/2000/0320

Proposal:

Application for temporary permission for change of use of games room to office.

Location:

Suffolk House Bath Road Knowl Hill.

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)

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Nicola Lake P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 12/02/2000. 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

Application Number TP/2000/0320
~~Conditions~~/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	→		The proposed development would generate additional traffic movements into and out of a primary distributor road, the A4 Bath Road, on a section where speeds are high and at a point where visibility is severely restricted and the safety and free-flow of traffic would be adversely affected. As such the proposed development is contrary to policy WT7 of the Wokingham District Local plan
2	→		The proposed development would result in the increased use of a sub-standard access which would adversely affect Road Safety and the free-flow of traffic. ~~[illegible]~~
3	→		The proposed development would result in a material intensification of activity upon the site, to the detriment of the ~~open~~ character and amenity of the Green Belt. ~~Bel~~ As such, the proposal is contrary to policies ~~[illegible]~~ 1, 17 and 19 of the Green Belt Local plan for Berkshire and policies WOS3 and ~~[illegible]~~ WQB1 of the Wokingham District Local plan.

RECORD OF SITE VISIT

SITE ADDRESS: Suffolk House Bath Road Reading.

APPLICATION NUMBER: TP/2000/0320

OFFICER: Nicola Lake

DATE OF SITE VISIT: 3.2.2000

1 SITE/STATUTORY NOTICE DISPLAYED ? YES - on entrance .

2. DESCRIPTION OF SURROUNDINGS

Rural / Green Belt .

3. DESCRIPTION OF SITE/BUILDING

a raised Games room and changing room facility

4. RELATIONSHIP TO ADJOINING PROPERTIES to house has double gate ~~which~~ which could cause problems for the highway . 6 employees .

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS

Tel: (0118) 974 6481

Date: 20 March 2000

My ref: TP/2000/0320

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: 33505 – Wokingham

CONFIDENTIAL

Councillor F Browne
Rose Cottage
Bird Place
Remenham
RG9 2LN

Dear Councillor

Application Number: TP/2000/0320
Suffolk House Bath Road Knowl Hill.
Application for temporary permission for change of use of games room to office.

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 Nicola Lake on **(0118) 974 6481**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 20 March 2000

Yours faithfully

Chris Ward
Head of Planning and Transportation

LISTING FORM
Case officer: **Nicola Lake** Application Number: **TP/2000/0320**
Suffolk House Bath Road ~~Reading~~. Knowl Hill
Application for temporary permission for change of use of games room to office.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Print Name: _____

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

Tel: (0118) 974 6481

Date: 10 March 2000

My ref: TP/2000/0320

CONFIDENTIAL

Councillor S Etheridge
7 Chackfield Drive
Wokingham
RG41 5PH

WOKINGHAM DISTRICT COUNCIL
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: 33505 - Wokingham

Dear Councillor

Application Number: TP/2000/0320
Suffolk House Bath Road ~~Reading~~. Knowl Hill
Application for temporary permission for change of use of games room to office..

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 Nicola Lake on **(0118) 974 6481**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please contact the Councillor for your area responsible for planning matters as soon as possible

Yours faithfully

Chris Lowe

Head of Planning and Transportation

WORK SHEET FOR : Nicola Lake

Application Number : TP/2000/0320

Applicant : Mr & Mrs C Davies C/O Charta Designs.

Location : Suffolk House Bath Road Knowl Hill.
Proposal : Application for temporary permission for change of use of games room to office.

Site Notice Displayed ? :	YES	NO	DATE
	✓		03.2.2000

Date of Neighbour Notifications : .....

Date of Site Visit : 03.2.2000

Date Registered : 06/01/2000

Earliest Date for Decision : 12/02/2000

Latest Consultation Date/Site Notice Expiry Date : 12/02/2000

Application Expiry Date: 02/03/2000

Consultation Responses :

Highways - recommend refusal.
Wargrave P.C - concerned about use + access.
Environ Health - No objection

Planning Issues :
Site Designation - within the Green Belt.
1.) Impact upon the neighbouring dwellings.
2.) Impact upon the character and amenity of the Green Belt.

Application Number: TP/2000/0320

Appraisal :

1.) Impact upon the amenity of neighbouring dwelling:
The proposed development is for the change of use of an existing Games room to an office for 6 people for a temporary 2 year period.
The proposed development would be located with the existing Games room which is located on the North West side of the dwelling. There would be no external change to the building and no increase in parking (As they state that there is provision for 10 space at present.)
There will be no overlooking, overshadowing or overbearing. Hence, there will be no detrimental impact upon the residential amenity of the adjacent dwellings.

2.) Impact upon the character and amenity of the Green Belt:
The proposed change of use of the games room to an office use is inappropriate and would result in an intensification in the use of the site. The proposed development would adversely affect the character and amenity of the Green Belt.

3.) Impact upon Highway:
The proposed development would generate additional traffic movements onto and off a primary distributory road via a sub-standard access. As such the proposed development would have an adverse impact upon the highway safety

Recomendation : Approval: ☐ **Refusal:** ☑
(tick appropriate box)

Tel: (0118) 974 6481

Date: 20 March 2000

My ref: TP/2000/0320

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS	
16 MAR 2000	
COPIES TO:	ACK:
	FILE:

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: 3306 - Wokingham

CONFIDENTIAL

Councillor F Browne
Rose Cottage
Bird Place
Remenham
RG9 2LN

Dear Councillor

Application Number: TP/2000/0320
Suffolk House Bath Road Knowl Hill.
Application for temporary permission for change of use of games room to office.

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 Nicola Lake on **(0118) 974 6481**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 30 March 2000

Yours faithfully

Chris Ward
Head of Planning and Transportation

LISTING FORM
Case officer: **Nicola Lake** Application Number: **TP/2000/0320**
Suffolk House Bath Road ~~Reading~~. Knowl Hill
Application for temporary permission for change of use of games room to office.

Transfer: Yes ☐ No ☑
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Print Name: _____

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

To:
Highways

From: Nicola Lake

Date: 19 January 2000

Application Number: TP/2000/0320

Proposal: Application for temporary permission for change of use of games room to office..

Site Address:
Suffolk House, Bath Road, Knowl Hill.

Applicant:
Mr & Mrs C Davies C/O Charta Designs.

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

REFUSAL

1. THE PROPOSED DEVELOPMENT WOULD GENERATE ADDITIONAL TRAFFIC MOVEMENTS INTO AND OUT OF A PRIMARY DISTRIBUTOR ROAD, THE A4 BATH ROAD, ON A SECTION WHERE VEHICLE SPEEDS ARE HIGH AND AT A POINT WHERE VISIBILITY IS SEVERELY RESTRICTED, AND THE SAFETY AND FREE-FLOW OF TRAFFIC WOULD BE ADVERSELY AFFECTED.

2. THE PROPOSED DEVELOPMENT WOULD RESULT IN THE INCREASED USE OF A SUB-STANDARD ACCESS WHICH WOULD ADVERSELY AFFECT ROAD SAFETY AND THE FREE-FLOW OF TRAFFIC.

N.S. Tatler
22-2-00

PLANNING SERVICES	
POL	OLS
DC	ENF
APP	
CS	
14 FEB 2000	
COPIES TO:	

WARGRAVE PARISH COUNCIL

33 Ridgeway
Wargrave
Reading
RG10 8AS

Tel Fax 0118 940 4983

WARGRAVE PARISH CONSULTATION SHEET

DELEGATED

CASE OFFICER:	Nicola Lake
APPLICATION NUMBER:	TP/2000/0320
SITE	Suffolk House Bath Road Knowl Hill.
PROPOSAL:	Application for temporary permission for change of use of games room to office
COMMENTS:	There is concern about approving an office for the employment of 6 people in a private house and also in regard to the increased use of the vehicular access on to the A4.

Norman Raybone.

Norman Raybone
Clerk to Wargrave Parish Council

Date: 11 February, 2000

Comments required by	12/02/2000
Fax	974 6484

WOKINGHAM DISTRICT COUNCIL

MEMORANDUM

From: Joanne Ellis, Environmental Health

To: Joss Miller, Planning

My Ref: JPE/JS

Your Ref: TP/2000/0320

Date: 21 January, 2000

PROPOSED: APPLICATION FOR TEMPORARY PERMISSION FOR CHANGE OF USE OF GAMES ROOM TO OFFICE
LOCATION: SUFFOLK HOUSE BATH ROAD KNOWL HILL

These proposals have been evaluated and I have no environmental health objections to the application.

Joanne Ellis
Senior Environmental Health Officer

CHARTA DESIGNS Planning and Design Consultants

21 YORK ROAD, MAIDENHEAD
BERKSHIRE SL6 1SQ
Telephone: (01628) 634665
Facsimile: (01628) 770748
V.A.T. Reg No: 491 8794 87

25142

Our Ref:1091/MBW/IP

24 January 2000

Ms N Lake
Planning Officer
Wokingham District Council
PO Box 157
Shute End
Wokingham
Berks RG11 1WR

Dear Ms Lake

PROPOSED CHANGE OF USE OF GAMES ROOM COMPLEX TO OFFICE ACCOMMODATION AT SUFFOLK HOUSE (Application No.TP/2000/0320)

Thank you for your letter and acknowledgement of the above Planning application enclosing the Planning notice. We would confirm we have passed this to our Clients, as requested, informing them that they must return the enclosed card to you confirming the notice has been displayed.

As requested, we enclose a ground floor plan of the games room complex showing the premises as existing.

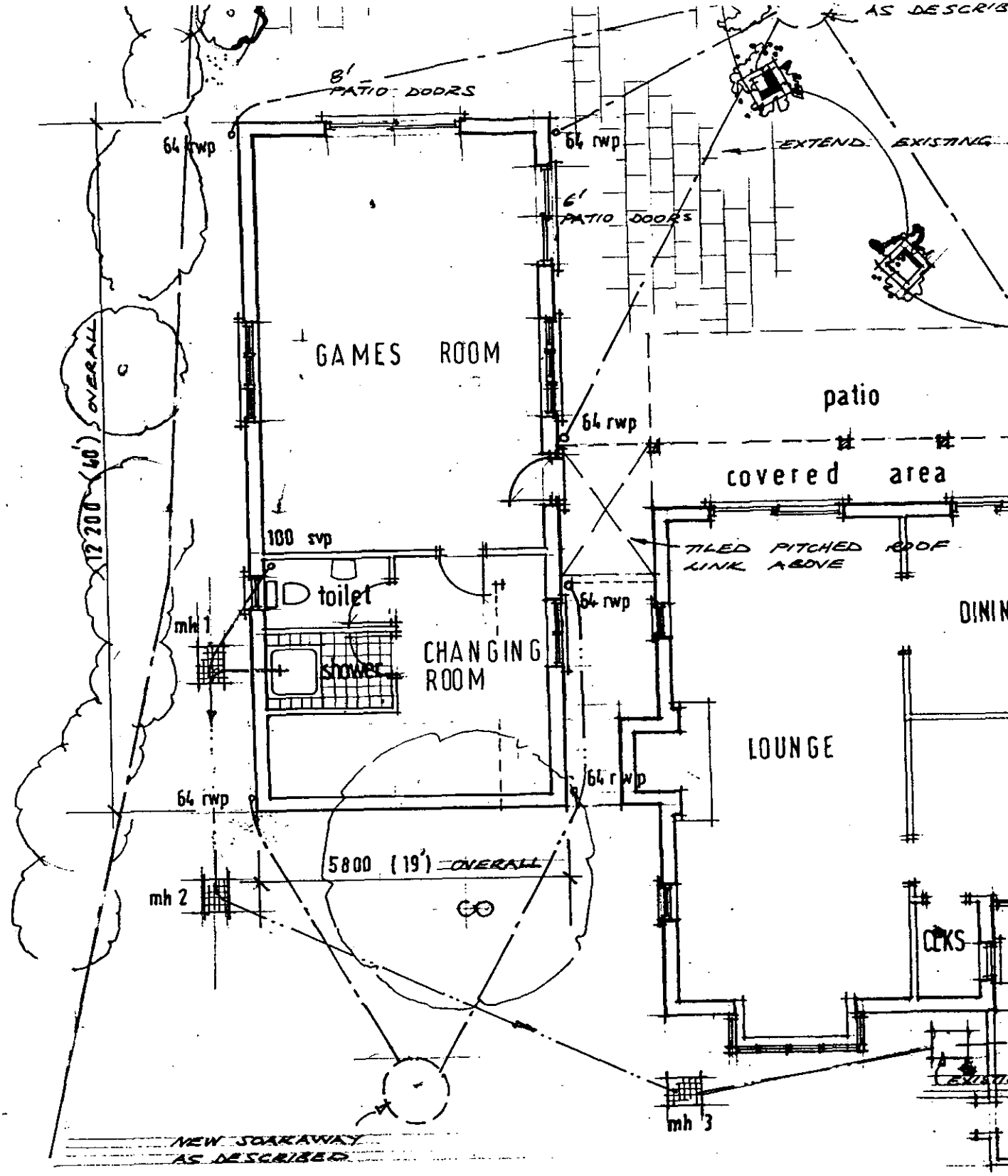
Thank you for your assistance with this project and should you require any further information, please do not hesitate to contact us.

Yours sincerely
for CHARTA DESIGNS

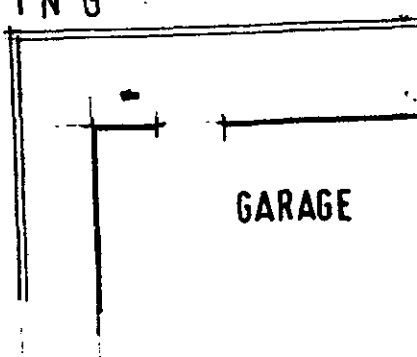
Michael B White

M B White

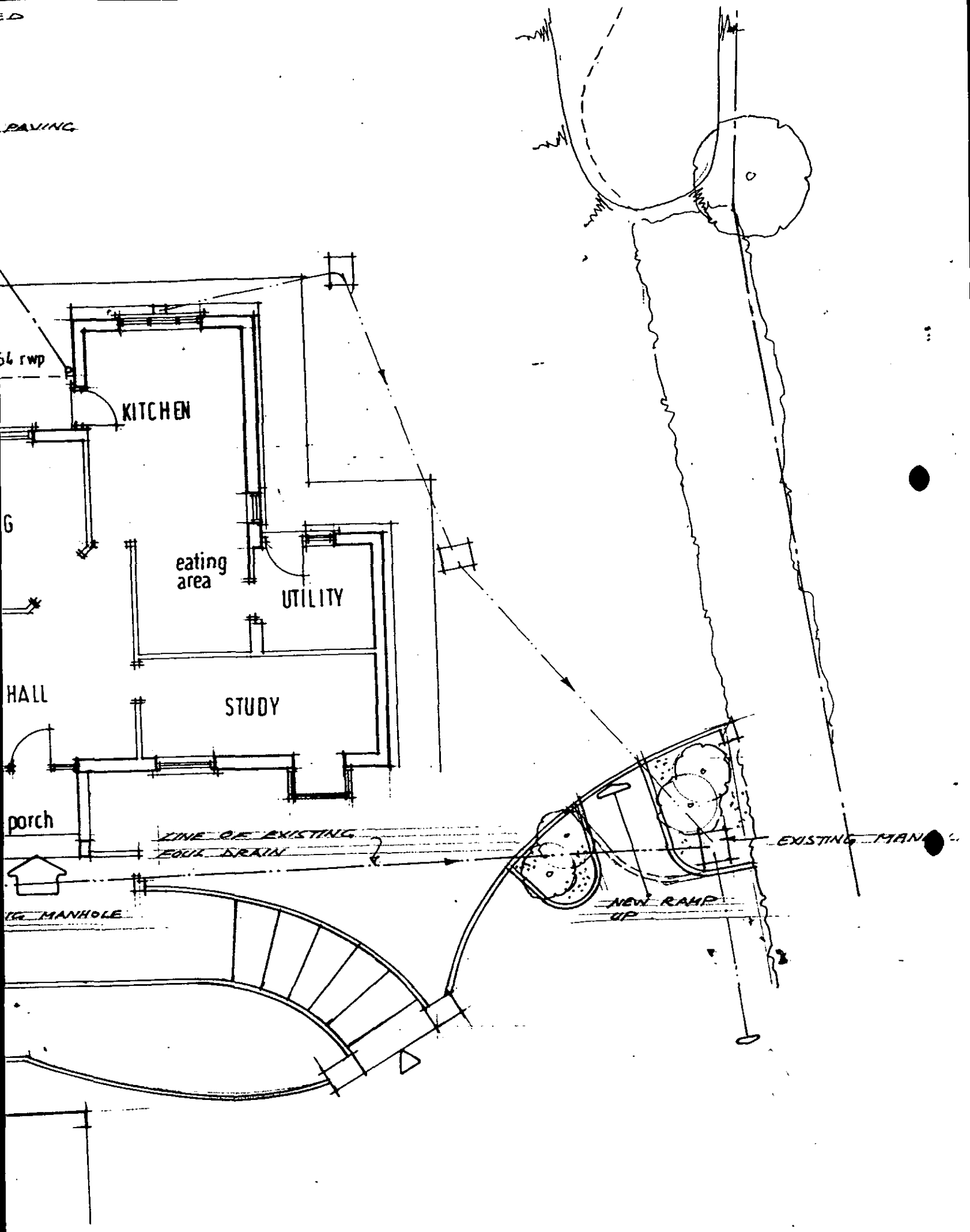
Encl



PREMISES AS EXISTING



GROUND FLOOR / part



SITE PLAN

scale : 1 – 100

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	6 JAN 2000
Officer: NL	Application No. TP|2000|0320

Map No. 19 **Site** 0.42
Easting: ..... Flood Pln .....
Northing: ..... Mineral .....

Level: ☐ **Sub Committee** ☑ **Delegated** ☐ **Sec. State**
☐ **Incorrect Fee** ☐ **Invalid** ☐ **PD**

Description:
(T) APPLICATION FOR TEMPORARY PERMISSION FOR CHANGE OF USE OF GAMES ROOM TO OFFICE

Location: SUFFOLK HOUSE BATH ROAD

Parish: WARGRAVE Ward: Remenham & Wargrave 19.1.2000

Applicant: MR \| MRS DAVIES

Fee Received 190-00 (3) 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	Existing floor plan?	19.1.	
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 .....

Date Site Notice Sent : 19:1:2010 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control	NF: .....
Landscape	NK: .....
Trees	NK: .....
Conservation Officer	NK: .....
Environmental Health	NA: ✓
Housing	NA: .....
Leisure & Cultural services	PA: .....
Public Rights of Way	PA: .....
Property	NG: .....
District Secretary (only if called in by SOS)	MA: .....
Policy & Plans	QA: .....
Strategic Planning (JSPU)	HA: .....
Minerals (BABTIE)	GA: .....
Archaeological Site (BABTIE)	: .....
Education	AP: .....
Social Services	BT: .....
Highways	XA: .....

EXTERNAL CONSULTATIONS

Adjacent D P A	: .....
Adjacent Parish	: .....
Southern Electricity Board	BN: .....
British Gas	BM: .....
PSA Oil Pipeline	BD: .....
Transco	: .....
Environment Agency	BP: .....
Rail Track	BI: .....
Police Arch. Liaison Officer	PC: .....

HERITAGE BODIES

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

OTHERS:

.....

.....

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

NEIGHBOURS:

.....S/N + Hill Cottage, Bath Road.....

.....

.....

.....

.....

.....

.....

.....

.....

CHARTA DESIGNS Planning and Design Consultants

21 YORK ROAD, MAIDENHEAD
BERKSHIRE SL6 1SQ
Telephone: (01628) 634665
Facsimile: (01628) 770748
V.A.T. Reg No: 491 8794 87

06.JAN.2000* 0520

Our Ref:1091/MBW/IP

5 January 2000

The Planning Officer
Wokingham District Council
Planning Department
PO Box 157
Council Offices
Shute End
Wokingham
Berks RG11 1WR

Dear Sirs

PROPOSED CHANGE OF USE OF GAMES ROOM TO TEMPORARY OFFICE ACCOMMODATION AT SUFFOLK HOUSE, BATH ROAD, KNOWL HILL

We have pleasure in enclosing herewith plans and forms duly completed for temporary Planning Permission for the change of use of the existing games room to office and storage accommodation. Also enclosed is a cheque in the sum of £190 being the prescribed fee payable for an application of this category.

As you will see from the forms, our Client has requested temporary Planning Approval for the above for a period of two years. He has recently formed a new business which involves Website design and programming and the selling of Internet banking systems. Although our Client has been looking for suitable accommodation for his new business, he is experiencing difficulty in obtaining suitable premises within an acceptable distance of his home.

We would confirm that the new office accommodation will be occupied by approximately six staff, who will only be using computers and photo-copiers in connection with the business. We understand that they would be arriving to commence work at approximately 8am in the mornings and will not leave the premises until approximately 7.30-8pm in the evenings which, as you will appreciate, wil be outside the rush hour periods.

With regard to car parking facilities, there is at present an electrically operated pair of gates leading to a large drive area which, we understand, can accommodate the parking of 8no cars plus the existing double garage. Obviously the vehicles will be able to enter and leave the site in a forward direction.

/....

The Planning Officer
Wokingham District Council
5/1/00 (cont)

Should you have any queries or would like to discuss any aspect of these proposals in greater detail, please do not hesitate to contact us.

Yours faithfully
for CHARTA DESIGNS

Michael B White

M B White

Encls

Copy: Mr & Mrs C Davies

1789/b

CERTIFICATE D

06. JAN. 2000* 0520

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 M B White For Charlton Designs

On behalf of Mr & Mrs C. Davies

Date 5th January 2000

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.

(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

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) . . . . . .

(1)

ADDRESS SUFFOLK HOUSE. BATH ROAD. PARISH WARGRAVE

PLOT No. ORD. SHEET No. SU 8279 (19

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
1252/71	Mrs M Pung	O/L Petrol Filling Station	4 2 72	N/A
1000/72	" " "	O/L 2 det Dwellings land adj	31 8 72	N/A
20464	" O/L	REPL. DWELLING	15.12.83	n/a
22825	MR. P. WILLIAMS	"	30.1.85	N/A
BR24470	"	DET HOUSE & GARAGE	30.4.85	APP
23927	WAREHAM & SPRINGETT	REPL. DWELLING		
BR25031	"	DET HOUSE & GARAGE	31.7.85	APP
23927	"	REPL "	14.8.85	N/A
24392	"	"	6.11.85	N/A
BR25305	"	DET HOUSE & GARAGE	7.11.85	APP
27455	MR. C. DAVIES	HT. TO BT. GATEWAY	14.7.87	
39935	"	AGR. LAND TO GARDEN	24.9.92	

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

091074

1933

(2) SUFFOLK HOUSE BATH ROAD

ADDRESS PARISH WARGRAVE

PLOT No. ORD. SHEET No. SU 8279 (19

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decisi
43973 }	MR & MRS C. DAVIES	GAMES ROOM, SAUNA, LINK	8.3.95	G
95/60062/K }		COVERED AREA & TENNIS COURT		
LP96/5317	"	"	17.5.96	APP

MINISTRY DECISION

SPECIAL ORDERS

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

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, RG11 1WR

FOR OFFICE USE ONLY

06 JAN 2000* U320

1.	APPLICANT'S NAME	Mr & Mrs C. Davies
	ADDRESS	Suffolk House, Bath Road Knowl Hill, Wargrave.
	POST CODE	RG10 9UT PHONE -
	AGENT'S NAME	
2. If the applicant has an agent, all correspondence will be sent to the agent		Charta Designs
	ADDRESS	21, York Road Maidenhead.
	POST CODE	SL6 1SQ PHONE 01628-634665
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	Suffolk House, Bath Road Knowl Hill.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		Temporary Permission for change of use from games room etc to Office accommodation
5. Give the area in hectares or part of a hectare	AREA OF SITE	0.749 Hectares
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	owners
7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	Drawing No 1091/3B

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	2 Years
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 ?

N/A.

SITING	☐		
EXTERNAL APPEARANCE	☐	DESIGN	☐
MEANS OF ACCESS	☐	LANDSCAPING	☐

1769b

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.

Residential property, Games Room and Gardens.

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~~ 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.

Existing facing brickwork and tiled pitched roof

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.

Existing boundary fences

16. HOW WILL SURFACE WATER BE DISPOSED OF?

Existing soakaways

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/~~NO~~

If no, please give details

18. WHAT ARE THE ACCESS ARRANGEMENTS?
AS EXISTING
AS PROPOSED
Give details of pedestrian and vehicular access

Existing vehicular access to be retained.

19. HAS PROVISION BEEN MADE FOR THE DISABLED? See notes for applicants

not at this stage

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.

£190-00

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 M Buckle For Charlton Designs ON BEHALF OF Mr & Mrs C. Davies DATE 5th January 2000

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".

1769c

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		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES				70.76 m²
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL				
B7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify Games Room		70.76		
OTHER	Please Specify				
	TOTAL		70.76 m²		70.76 m²

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

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	10 (incl double Garage)	
Proposed	no change	

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.

Office accommodation in connection with Webb sight design and programming and Internet Banking Systems

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

Mr C Davies @ Suffolk House

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
6			6

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.

No

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".

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 bythe Chief Officerresponsible 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.

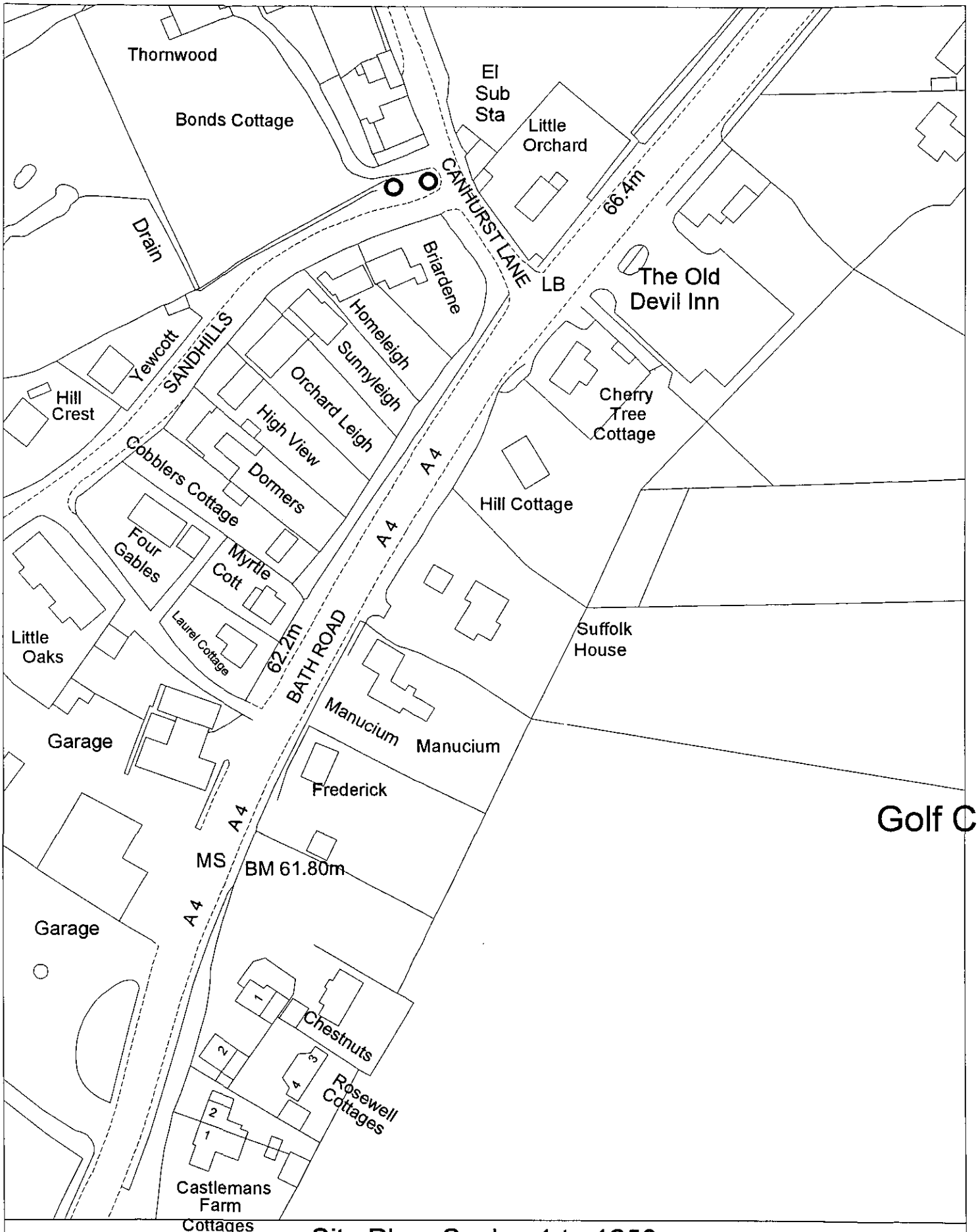
Your application may be refused. The reason will be listed on the Decision Notice.

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.'



Site Plan, Scale: 1 to 1250

This copy has been produced specifically for the map return scheme purposes only. No further copies may be made.

This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of HMSO Office. © Crown Copyright. Wokingham District Council, Licence No. LA086134
Date: 12 January 2000