SOUTHPORT U.K.
LONDON OFFICE
:X SYSTEMS LTD

APPLICATION NO:
F/2001/3207

LOCATION:
Swallowfield Parish Hall Swallowfield Street, Swallowfield Reading.

APPLICANT:
Swallowfield Parish Council C/O Active Property Services

PROPOSAL:
Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

EARLIEST DATE FOR DECISION: **17/02/2001**

APPLICATION WILL HAVE EXPIRED ON: 15/03/2001

CASE OFFICER: **Elaine Connor**

(EC)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Swallowfield Parish Council
C/O Active Property Services
Datum House
Roentgen Road
BASINGSTOKE
RG24 8NG

Application Number: F/2001/3207

Parish:	**SWALLOWFIELD**
Location:	**Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading**
Proposal:	**Proposed erection of single storey side extension to hall. Demolition of detached store buildings.**

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

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. All new works and works of making good to the retained fabric shall be finished to match in size, colour, texture and profile those of the existing building.

Condition
3. Works related to the construction of the development hereby granted, including works of demolition or preparation prior to building operations, shall not take place other than between the hours of 8 am and 7 pm Monday to Friday and 8 am to 1.30 pm Saturdays and at no time on Sundays or Bank or National Holidays.

Condition
4. No soakaways shall be constructed such that they penetrate the water table, and shall not in any event exceed 3m in depth below existing ground level.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. To ensure that the external appearance of the building is satisfactory.

Reason
3. To protect the occupiers of neighbouring properties from noise and disturbance outside the permitted hours during the construction period.

Reason
4. To prevent pollution of groundwater.

Informative
1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policies OS1, EN1
Loddon Area Local Plan Policies LTV1, LBE1, LBE2
Deposit Draft Wokingham District Local Plan Policies WOS2, WOS3, WBE1

John Mitchell
Development Control Manager
Date: 16/05/2001

Notice checked by: _____

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: F/2001/3207

Proposal:
Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

Location:
Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.

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). If you intend to view this application at Woodley Library (see details above) please allow 4 days from the date of this notice for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Elaine Connor P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 17/02/2001. 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

24 January 2001

Tel: (0118) 974 6451

Date: 4.5.01

My ref: F/2001/3207

CONFIDENTIAL

Councillor D Beatty
The Lieutenants Cottage
Three Mile Cross
Reading
RG7 1AP

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: 33506 – Wokingham

Dear Councillor

Application Number: F/2001/3207
Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.
Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

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 **Elaine Connor** on **(0118) 974 6451**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 14.5.01

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Elaine Connor** Application Number: **F/2001/3207**
Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.
Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor D Beatty

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

finalised

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

SITE DETAILS		CASE OFFICER
PLANNING APPLICATION NUMBER	3207	EC
BUILDING CONTROL NUMBER	FP 2001/2066	SmSh
~~APPLICANT~~/AGENT	ACTIVE	
ADDRESS OF SITE	Swallowfield Parish Hall SWALLOWFIELD	
DESCRIPTION OF PROPOSED WORK	S/S ext to parish hall. demolish detached store buildings	

DRAWING NUMBERS	BC	DC
BLOCK PLAN	3965-5B	location
ELEVATIONS	3965-4D	3965-4B
FLOOR PLANS	—	—

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	6/3/01	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	None	
IF YES, WHAT ARE THE DIFFERENCES ?	/	
DATE	27/7/01	

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED			
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

WORK SHEET FOR : Elaine Connor

Application Number : F/2001/3207

Applicant : Swallowfield Parish Council C/O Active Property Services.

Location : Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.

Proposal : Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

Site Notice Displayed ? :	YES	NO	DATE
	✓		9.2.01

Date of Neighbour Notifications : .....

Date of Site Visit : .....

Date Registered : 18/01/2001

Earliest Date for Decision : 17/02/2001

Latest Consultation Date/Site Notice Expiry Date : 17/02/2001

This application <u>will have expired on</u>: <u>15/03/2001.</u> You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :

S'FIELD P. COUNCIL:

Planning Issues :

Application No. F/2000/3207

Appraisal:

The application being considered proposes a single storey side extension at Swallowfield Parish Hall, Swallowfield Street, to provide a storage area, atrium and office.

Impact upon the character of the area:

The proposed extension will be flush with the front of the existing building, and will project out to the side by approx. 4.3m. From the front the extension will project back approx. 15.9m, and will step out to the side an additional 2.1m, and from this point will project 12m back sit flush with the existing rear elevation.

The forward most part of the proposed extension will have a pitched roof design to match that of the existing building but will be orientated away from the existing building. The ridge height of this part of the building will be approximately 4.5m, set well below that of the main building. The central part of the proposed extension, the atrium will have a ridge height approx. 4.2m high, and will be glazed. The third section of the proposed extension will also have a pitched roof with a ridge height approx. 5.5m.

It is considered that the proposed extension is in keeping with the design of the existing building, and will not therefore have a negative impact upon the character of the surrounding area.

RECOMMENDATION: Approval

N·B The E·A have withdrawn there reason for refusal of 7th March 2001 due to a ground level survey of the site being submitted. This shows that ground levels at the site are above the recorded 1968 flood level. The proposed dev. is therefore above the recorded 1% the flood plain, and the E·A no longer has any objection. The 1st six conditions of the 7 recommended in their letter of 7th March 2001, no longer apply.

Application Number F/2001/3207
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	
2	C014	R014	
3	C070	R070	
4			No soakaways shall be constructed such that they penetrate the water table, and shall not in any event exceed 3m in depth below existing grand level
		REASON	To prevent pollution of groundwater.

Informative for approvals
N16
LODDON AREA LOCAL PLAN POLICIES: LTV1, & LBE1, LBE2.
SOUTH-EAST AREA LOCAL PLAN POLICIES:
WOKINGHAM DISTRICT LOCAL PLAN POLICIES: WOS2, WOS3, HBE1
GREEN BELT LOCAL PLAN POLICIES:
BERKSHIRE STRUCTURE PLAN POLICIES: OS1, EN1.
MINERALS LOCAL PLAN POLICIES:

RECOMMENDATION AND CONDITIONS/REASONS AGREED: _____
(Development Control Manager)

Date: _____

RECORD OF SITE VISIT

SITE ADDRESS: Swallowfield Parish Hall Swallowfield Street Swallowfield Reading.

APPLICATION NUMBER: F/2001/3207

OFFICER: Elaine Connor

DATE OF SITE VISIT: 9.2.01

1 SITE/STATUTORY NOTICE DISPLAYED ? yes - on front porch.

2. DESCRIPTION OF SURROUNDINGS

Swallowfield village centre
residential area

3. DESCRIPTION OF SITE/BUILDING

S.St. building with detached stove building
not well screened, to front or western boundary.

4. RELATIONSHIP TO ADJOINING PROPERTIES

N/A.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS

[redacted]AYS CONSULTATION SHEET

From: Elaine Connor **Date:** 24 January 2001

Application Number: F/2001/3207

Proposal: Proposed erection of single storey side extension to hall. Demolition of detached store buildings.

Parish: SWALLOWFIELD PARISH

Site Address:
Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.

Applicant:
Swallowfield Parish Council C/O Active Property Services.

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

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☑ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☐ Recommend approval with **no** condition(s) or reason(s).

C122, R122

Signed: _____ **Print name:** Adam Coggins 31/01/01

F.C

1792

I have today displayed the site notice(s) in a prominent position on the land/ buildings to which the application number F/2001/3207 relates.

Address of site Swallowfield Parish Hall

Signed C Adams

Date 1-2-01.

Postage will be paid by licensee

Do not affix Postage Stamps if posted in Gt. Britian, Channel Islands, N Ireland or the Isle of Man

FFR

Business reply service
License no. RG147

1

Planning Services
Environmental Services Department
Wokingham District Council
Council Offices
Shute End
Wokingham
Berkshire RG40 1BR

G SERVICES T 39335
31 JAN 2001
COPIES TO: ACK: FILE:

WOKINGHAM DISTRICT COUNCIL

MEMORANDUM

From: John Mullaney
Environmental Health

My Ref:

To: Elaine Connor
Planning

Your Ref: F/2001/3207

Date. January 30, 2001

PROPOSED: ERECTION OF SINGLE STOREY SIDE EXTENSION

LOCATION: SWALLOWFIELD PARISH HALL, SWALLOWFIELD STREET

These proposals have been evaluated and I have no environmental health objections to the application but would recommend the following condition be attached should planning consent be granted.

Standard planning condition C070.

John Mullaney

JOHN MULLANEY
SENIOR ENVIRONMENTAL HEALTH OFFICER
ENVIRONMENTAL PROTECTION AND HOUSING

Our Ref: 3965/KG/21
January 17, 2001

3965WDC.doc

PROPERTY SERVICES

Datum House, Roentgen Road,
Basingstoke, RG24 8NG
Telephone: 01256 356629
Fax: 01256 356708
E-mail:
Surveyors@activesol.co.uk

Wokingham District Council
Planning Services
PO Box No 157
Council Offices
Shute End
WOKINGHAM
RG40 1WR

18 JAN 2001 * 3207

Dear Sirs

SWALLOWFIELD PARISH HALL

The enclosed documents are for a detailed planning application for alterations and extensions to the above site on behalf of Swallowfield Parish Council. A cheque in the sum of £380.00 is also enclosed for the application fee.

I hope all is in order but, should you have any queries or require any further information, then please do not hesitate to contact me.

Yours faithfully
For ACTIVE *Property Services*

K. Gallop

Keith Gallop, FRICS
Director of Professional Services

Enc.

Cc: Celia Adams, Clerk – Swallowfield Parish Council.

Certificate No 964/95

ACTIVE Solutions Europe Ltd
Registered in England
no. 2374757
Registered office as above

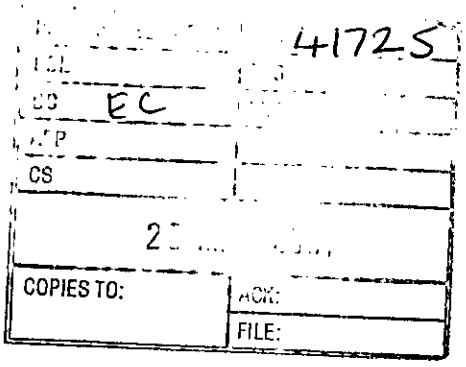
Our Ref: 3965/KG/35
March 28, 2001

3965WDC.doc

PROPERTY SERVICES

Datum House, Roentgen Road,
Basingstoke, RG24 8NG
Telephone: 01256 356629
Fax: 01256 356708
E-mail:
Surveyors@activesol.co.uk

Mrs E Connor
Wokingham District Council
Planning Services
PO Box No 157
Council Offices
Shute End
WOKINGHAM
RG40 1WR



Dear Sirs

SWALLOWFIELD PARISH HALL
REF – F/2001/3207

I enclose six copies of the existing site plan, drawing no 3965-3A, for your consideration. Having instigated a level survey, I have inserted the finished floor level and those at each corner of the car park related to Ordnance Datum (Newlyn).

With reference to the correspondence from the Environment Agency dated March 5, 2001, you will note that the existing levels are above the flood water level of 43.34 metres. I hope this will enable you to approve the application in due course.

Should you have any queries or require any further information, then please do not hesitate to contact me.

Yours sincerely
For ACTIVE Property Services

K. Gallop

Keith Gallop, FRICS
Director of Professional Services

Enc.

Cc: Max Bowker – Swallowfield Parish Council.
Sarah Paxman – Environment Agency.

Certificate No 964/95

ACTIVE Solutions Europe Ltd
Registered in England
no. 2374757
Registered office as above

Mar. 19th March.

Tel. EA - Spoke to Sara Parkman - said they would be happy to support/subst. their reason for refusal @ appeal

- suggested that it might be a good idea for agent to speak to a land drainage engineer re levels.

Tel. Agent - Mr Gallup - off sick . . To phone me when back in office.

1327

WOKINGHAM DISTRICT COUNCIL

To _____

Date _____ Time _____

WHILE YOU WERE OUT

Name _____

Of _____

Phone No. 6539. Ext. _____

Phoned		Please call back	
Called to see you		Will call back	
Wants to see you		Urgent	

MESSAGE _____

EN suite 236 2 B' room

22-4

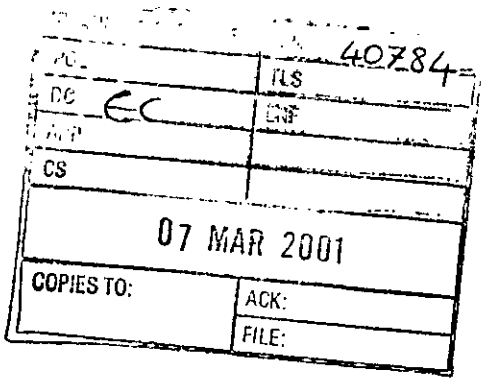
Signed _____

Our ref: SP\2001\003124\001
Your ref: F/2001/3207

Date: 5th March 2001

ENVIRONMENT AGENCY

District Planning Officer
Wokingham District Council
Council Offices,
Shute End,
Po Box 157
Wokingham
Berkshire
RG11 1BN



For the attention of: Elaine Connor

Dear Sir/Madam

SIDE EXTENTION TO HALL, DEMOLITION OF DETATCHED STORE BUILDINGS - SWALLOWFIELD PARISH HALL, SWALLOWFIELD

Thank you for your letter dated 31 January 2001 which was received on 1 February 2001. You are asked to quote the following reference in any correspondence: SU76NW/3/3. The Environment Agency has the following comments:

The Environment Agency **OBJECTS** to the proposed development for the following reasons:

REASON: The proposed development lies within an area of land liable to flood as shown on maps held by the Environment Agency. The development will be at direct risk of flooding, and will increase the risk of flooding elsewhere.

Development Control: Contact Amanda Reed on 01276 45 4331

This site is within the 1968 floodplain of the River Loddon and the Blackwater River. It is estimated that the flood water level at the site at that time was 43.34 metres above Ordnance Datum (Newlyn). The site is therefore in an area where new development is to be strictly controlled. On this basis, we advise as follows:

The proposals involve an unacceptable increase in ground covered area within the floodplain. The Agency therefore objects to these proposals on the grounds that they will result in a reduction in the flood storage capacity of the floodplain.

If, notwithstanding the above objection, the District Council were minded to permit this proposal, then we ask that account is taken of the advice given below, and that the conditions set out below are imposed on any planning permission granted. We emphasize that the conditions and other measures specified below would only partly mitigate the adverse effects of development on the flood plain, and we would emphatically not regard them as justifying such development.

Cont/d..

Environment Agency
Swift House, Frimley Business Park, Frimley, Camberley, Surrey GU16 7SQ
Telephone : 01276 454300 Fax : 01276 454301

PLANNING CONDITIONS

CONDITION: The extension shall be constructed with underfloor voids, with the oversite concrete finished at existing ground level; with the underside of the floor structure set at or above the 1968 flood water level of 43.34 metres AOD(N); and with openings sufficient in size and number to allow free entry and exit of flood water. The approved voids shall be maintained open and free from obstruction at all times.
REASON: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood water storage capacity.
(Note: The Environment Agency asks to be consulted on any details submitted in compliance with this condition).

CONDITION: Openings and any associated grilles to the under-floor voids shall be constructed in accordance with details to be submitted to and approved by the Local Planning Authority before development commences.
REASON: To ensure that free passage of flood water through the under-floor voids of the building is provided for.
(Note: The Environment Agency asks to be consulted on any details submitted in compliance with this condition).

CONDITION: Any steps, raised patios or ramps constructed within or around the site shall be designed to be permeable to flood water.
REASON: To prevent the increased risk of flooding due to the impedance of flood flows and the reduction of flood storage capacity.

CONDITION: Any walls or fencing constructed within or around the site shall be designed to be permeable to flood water.
REASON: To prevent obstruction to the flow and storage of flood water, with a consequent increased risk of flooding.

CONDITION: There shall be no raising of existing ground levels on the site.
REASON: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity.

CONDITION: No spoil or materials shall be deposited or stored on that part of the site lying within the area of land liable to flood.
REASON: To prevent the increased risk of flooding due to impedance of flood flows and reduction of flood storage capacity.

CONDITION: No soakaways shall be constructed such that they penetrate the water table, and they shall not in any event exceed 3 metres in depth below existing ground level.
REASON: To prevent pollution of groundwater.

PLANNING INFORMATIVES

The following planning informatives should be attached to any planning permission granted:

Under the terms of the Water Resources Act 1991, the prior written consent of the Environment Agency is currently required for any discharge of sewage or trade effluent onto

Cont/d..

or into ground and for surface runoff into groundwater. Such consent may be withheld. If there is an existing discharge consent the applicant should ensure that any increase in volume is permitted under the present conditions. *Contact Ian Doyle on 01276 45 4365 for further details.*

ADVICE TO APPLICANT

Surface water from hard surfaced areas should discharge via deep seal trapped gullies incorporating a minimum water seal of 85mm or similar.

Roof water downpipes should be connected to the drainage system either directly, or by means of back inlet gullies provided with sealing plates instead of open gratings.

All sewage or trade effluent should be discharged to the foul sewer if available subject to the approval of Thames Water Utilities or its sewerage agent.

Any above ground oil storage tank(s) should be sited on an impervious base and surrounded by a suitable liquid tight bunded compound. No drainage outlet should be provided. The bunded area should be capable of containing 110% of the volume of the largest tank and all fill pipes, draw pipes and sight gauges should be enclosed within its curtilage. The vent pipe should be directed downwards into the bund. Guidelines are available from the Environment Agency.

DECISION NOTICE

Would you please forward a copy of the decision notice to this office quoting our reference. A copy of this letter has been sent to the agent/applicant. If you have any further queries please do not hesitate to contact me on 01276 454323, quoting the reference cited at the beginning of this letter.

Yours faithfully

Sarah Paxman
Development Planning Officer

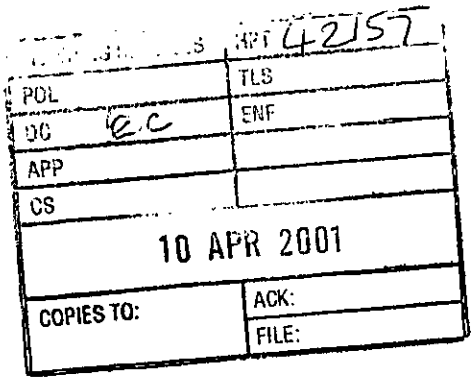
cc: Active Property Services, Datum House, Roentgen Road, Basingstoke RG24 8NG

Our ref: SP/3124b
Your ref: F/2001/3207

Date: 6 April 2001

ENVIRONMENT AGENCY

Elaine Connor
Wokingham District Council
Environmental Services Dept
Planning Services
PO Box 157
Shute End, Wokingham
Berks RG40 1WR



Dear Ms Connor

SIDE EXTENSION TO HALL - SWALLOWFIELD PARISH HALL, SWALLOWFIELD

I refer to the Environment Agency's previous letter dated 5 March 2001 regarding the above application. In that letter the Agency objected to the proposal on flood plain grounds.

The Environment Agency has since received a ground level survey of the site from the agents for the development. This shows ground levels at the site to be above the recorded 1968 flood level. The proposed development is therefore above the flood plain, and the Environment Agency no longer has any objection to the above application. The first six of the seven recommended conditions contained in our letter of 5 March 2001 also no longer apply to this application.

I trust the above is satisfactory, but if you have any further queries please contact me on 01276 454323.

A copy of this letter has been sent to the agent.

Yours faithfully

Sarah Paxman
Development Planning Officer

cc: Active Property Services, Datum House, Roentgen Road, Basingstoke, RG24 8NG

Environment Agency
Frimley Office, Swift House, Frimley Business Park, Camberley, Surrey, GU16 7SQ
Tel: 01276 454300 Fax: 01276 454301

Sent Cheque back
new cheque Comins.

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	18 JAN 2001
Officer: EC	Application No. F/2001/3207

Map No. 95 **Site** 030
Easting: ..... **Flood Pln** .....
Northing: ..... **Mineral** .....

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

Description:
(F) PROPOSED ERECTION OF SINGLE STOREY SIDE EXTENSION TO HALL: DEMOLITION OF DETACHED STORE BUILDING

Location: SWALLOWFIELD PARISH HALL SWALLOWFIELD STREET

Parish: SWALLOWFIELD Ward: SWALLOWFIELD 24.01.01

Applicant: SWALLOWFIELD PARISH COUNCIL

Fee (2) Received ~~38.00~~ Required No:00 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	Show proposed extension	24.01.01	
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous	Site = Parish Hall App = Swallowfield Parish Council, Penton Cottage.		

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required .....

Date Site Notice Sent : 24.01.01 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control	.....
Landscape	.....
Trees	.....
Conservation Officer	.....
Environmental Health	✓
Housing	.....
Leisure & Cultural services	✓
Public Rights of Way	.....
Property	.....
District Secretary (only if called in by SOS)	.....
Policy & Plans	.....
Strategic Planning (JSPU)	.....
Minerals (INTERNAL)	.....
Archaeological Site (BABTIE)	.....
Education	.....
Social Services	.....
Highways	✓

EXTERNAL CONSULTATIONS

Adjacent D P A	.....
Adjacent Parish	.....
Southern Electricity Board	.....
British Gas	.....
PSA Oil Pipeline	.....
Transco	.....
Environment Agency	.....
Rail Track	.....
Police Arch. Liaison Officer	.....

HERITAGE BODIES

The Georgian Group	.....
Ancient Monuments Society	.....
Council for British Arch.	.....
RCHME	.....
Telecommunications (NRPB)	.....
Sport England	.....

OTHERS: No pre apps
Mineral Site Consultation Area
Historic Park / Garden
River Valleys Policies Area
Rural Area

NEIGHBOURS:

Site notice and see map ✓

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 by the Chief Officer responsible 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.'

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, RG40 1WR

FOR OFFICE USE ONLY

18 JAN 96 • 3267

1.	APPLICANT'S NAME	Swallowfield Parish Council
	ADDRESS	Penton Cottage, Swallowfield Street, Swallowfield, Reading
	POST CODE	RG7 1QX PHONE 0118 988 5929
If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	Active Property Services
	ADDRESS	Datum House, Roentgen Road, Basingstoke
	POST CODE	RG24 8NG PHONE 01256 356629
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	Swallowfield Parish Hall, Swallowfield Street, Swallowfield, Reading.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		Construction of single storey extensions to Parish Hall; Demolition of detached store building.
5. Give the area in hectares or part of a hectare	AREA OF SITE	0.29 Hectares
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	Owner
7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	Drawing no's 3965-1, -2, -3, -4B and - 5B

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
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	☐

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.
Parish Hall

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~~ — 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.
Concrete roof tiles to match existing.
Facing brick to match existing, with decorative panel on gable elevation.
White powder coated aluminium to Atrium.
UPVC windows and doors.

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 fencing.

16. HOW WILL SURFACE WATER BE DISPOSED OF?
Existing + new 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 access off Swallowfield Street to be retained.

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

20. IF THIS PROPOSAL INVOLVES RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS, COMPLETE THE FOLLOWING TABLE

N/A

	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.
£380.00

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 K Crall for Active Property Services ON BEHALF OF Swallowfield Parish Council DATE 17/1/01

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".

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: Retained in existing use	Existing floor space: Lost by change of use or demolition	Proposed additional floorspace created by: New building	Proposed additional floorspace created by: Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES				
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1(b)	RESEARCH AND DEVELOPMENT				
(c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL				
B3-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE	512	35	148	-
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL	512	35	148	-

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	50	
Proposed	54	

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.
Parish activities.

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

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
1	1	-	2

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.
None.

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".

1789/a

SECTION 66 CERTIFICATE

Application No. 18 JAN 2001* 5207

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

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.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

OR

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

+ See Note (a) to Certificate A

OR

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

(b) Insert description of steps taken.

- 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) .....

.....

(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).

- Notice of the application as attached to this Certificate, has been published in

the (c) .....

on (d) .....

1789/b

CERTIFICATE D

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 . . K. Gallop . . . . for Active Property Services

On behalf of . . Swallowfield Parish Council . . . . . .

Date . . . . . 17/1/01 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

(1) ADDRESS VILLAGE HALL PARISH SW.

PLOT No. THE ~~VILLAGE~~ STREET. ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
1584/73	S. P. C.	VILLAGE HALL	25.10.73.	– C/A
005-05	"	VARIATION OF CONDITION No.	15.4.74	N/A APP. 31.10.77
01559	"	TEMPORARY STORAGE BUILDING	31.10.74	– TP
02670	"	ADD ACCESS TO & FROM CAR PARK	10.7.75	N/A FEE
BR 4168	"	Extension	2.2.76.	App N/A
04159	"	"	15.3.76	N/A C/A
04212	"	ACCESS FROM CAR-PARK	15.3.76	N/A C/A
05042	"	EXTENSION	5.8.76	N/A C/A
[illegible]7419	"	for storage from use of wooden building	15.12.77	N/A TP 31.12.80
11970	"	EXTENSION	22.11.79	N/A C/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

(2) ADDRESS VILLAGE HALL THE STREET PARISH SWALLOWE. E

PLOT No. ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
12663	SWALLOWE PARISH COUNCIL	EXTENSION	13.3.80	N/A C/A
[illegible]13130	"	"	14.4.80	DEC APP N/A
15382	" "	Renewal of temp. consent use building as store to hall adj to S. Parish Hall	8.5.81	NA TP 31.5.83
22550	"	"	30.1.85	TP
24741	"	"	24.2.86	C/A
29772			19.3.88	C/A
BRA4281	"	SHED	EXEMPT	
31384	"	& ST. EXT (CHANGING FACILITIES)	29.9.88	C/A LA
BRA 7131	"	INT. ALTS & EXT	19.4.89	APP
43094	"	PORCH & ROOF MOUNTED STABLE CLOCK	11.8.94	C/A

DATE OF COMPLETION

MINISTRY DECISION

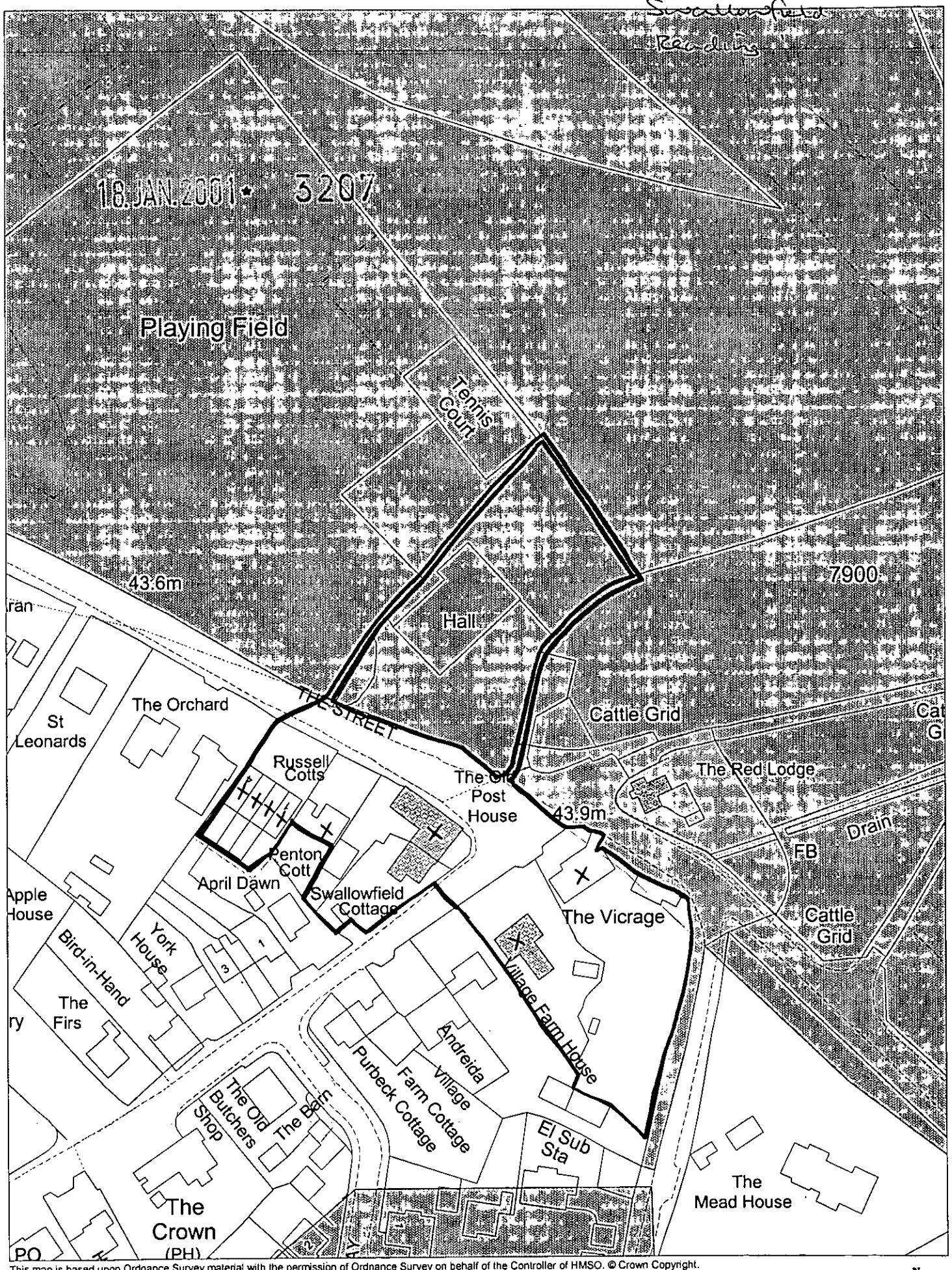
SPECIAL ORDERS

DRAINAGE

091074

LP94/2886	"	"	16.9.94	C/APP

174594 Swallowfield Parish Hall Swallowfield. Street. Swallowfield Readings



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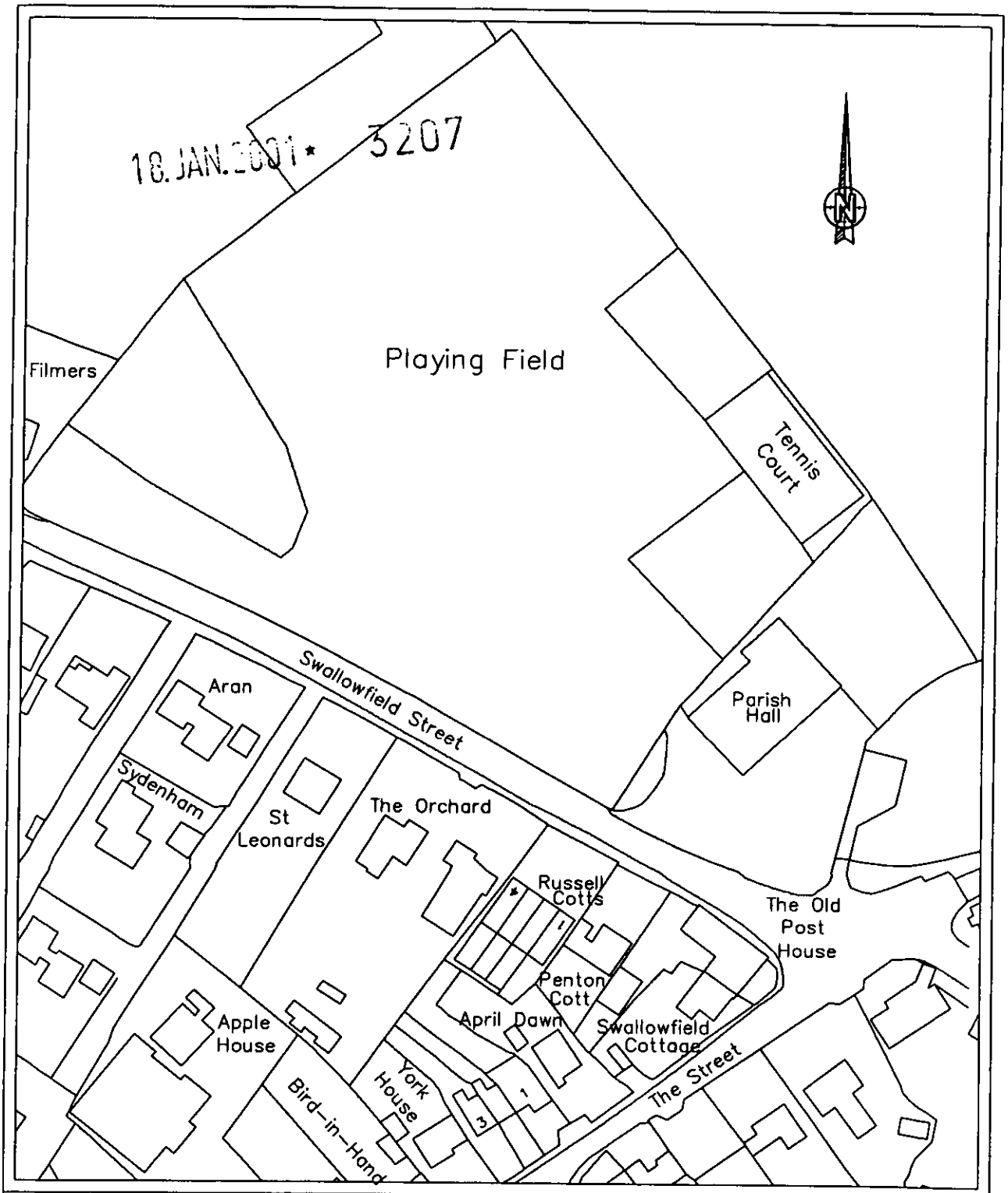
Development Control Section, Environmental Services, Wokingham District Council.
22 January 2001 Scale: 1 : 1250

N W E S



ACTIVE Property Services
DATUM HOUSE, ROENTGEN ROAD,
BASINGSTOKE
RG24 8NG
TEL: (01256) 356629
FAX: (01256) 356706
Email: Surveyors@activesol.co.uk

PROJECT	SWALLOWFIELD PARISH HALL – SITE LOCATION PLAN.
CLIENT: SWALLOWFIELD PARISH COUNCIL	DATE: NOVEMBER 2000
SCALE: 1:1250	DWG.NO: 3965–2