

Date: 29 May 2026
Application: 261171



**WOKINGHAM
BOROUGH COUNCIL**

WBC Drainage

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

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Dear WBC Drainage,

Full Planning Approval Consultation

Application Number: 261171

Applicant: Mrs and Mrs Geraldine & Eileen Ward

Site Address: Charlton Lane, Swallowfield, Berkshire, RG7 1RT

Parish:

Grid Reference: Easting - 0, Northing - 0

Type of Development: Minor Gypsy and traveller pitches (1-9)

Proposal: Full application for the change of use of land to a caravan site for the proposed erection of 5no. gypsy and traveller pitches, each incorporating a static caravan, touring caravan, single-storey day room, bin store, associated parking, access, boundary treatment, hardstanding and hard and soft landscaping.

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 261171. 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 **19 June 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	Boniface Ngu Flood Risk & Drainage		
Service	WBC Drainage	App No:	261171
Address:	Charlton Lane, Swallowfield, Berkshire.		
Proposal:	Full application for the change of use of land to a caravan site for the proposed erection of 5no. gypsy and traveller pitches, each incorporating a static caravan, touring caravan, single-storey day room, bin store, associated parking, access, boundary treatment, hardstanding and hard and soft landscaping.		
Type of Development:	Minor Gypsy and traveller pitches (1-9)		
Site Visit Made:	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

We have reviewed the **Flood Risk Assessment and Drainage Strategy report Swallowfield FRA DS 01 P1 dated 10/11/2025** together with its appendices and have the following comments to make:

We note that section 8 of the FRA covers the drainage strategy for the development.

The site is within flood zone 1 but in an area that experiences high groundwater levels and low to medium risk surface water flood with overland flow routes across the site.

Groundwater levels were determined to be high, and the development proposes attenuation to cater for runoff up to and including the 1 in 100-year flood event with a 40% allowance for climate change (86m³), as represented by the drainage strategy drawing in **Appendix 4**.

Foul drainage will be managed via a cesspool as represented on the drainage strategy drawing.

The 0.35ha site will be 0.11ha impermeable and 0.24ha permeable, with greenfield runoff rates determined at 0.3l/s but proposes controlled discharge at 1.2l/s to prevent blockage.

Infiltration is achievable but due to high groundwater levels has been discounted.

We note that maintenance will be carried out in accordance with **Appendix 5** of the above FRA and finished Floor levels will be set 600mm above existing ground level.

Based on the above, we would have no objection to the development but as a clear drainage strategy drawing has not been provided, demonstrating how the pitches connect to the pipe network, we would **recommend the condition below**:

Conditions & Reasons (if required)

No development shall take place until a drainage strategy plan indicating the location and sizing of SuDS features, with connections from the pitches and a lining to ensure that groundwater does not ingress and compromise the storage capacity required, has been submitted and signed off in writing by the LPA.

This is to prevent increased flood risk from surface water run-off. Relevant policy: NPPF (2023) Section 14 (Meeting the Challenge of Climate Change, Flooding and Coastal Change), Core Strategy policy CP1 and Managing Development Delivery Local Plan policies CC09 and CC10.

Date:	15/07/2026	Signed:	Boniface Ngu
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