

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252066
Site Address:	1 Headington Close, Wokingham, RG40 1TE
Expiry Date:	27 October 2025
Site Visit Date:	9 October 2025
Proposal: Householder Application for the proposed conversion of garage to habitable room and raising of roof.	

PLANNING POLICY	
National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document

NO RELEVANT PLANNING HISTORY

CONSULTATION RESPONSES	
Internal	
WBC Highways – Request further information WBC CIL – No comments WBC Ecology – No comments	
External	
None	

REPRESENTATIONS	
Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL	
Principle of Development: The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development	

Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high quality design without detriment to the amenities of adjoining land uses and occupiers.

Character of the Area: The conversion of the garage would be facilitated by the removal of the existing garage door, the addition of a replacement window, plus the partial raising of the roof. These minor changes would not detract from the appearance of the site, nor have an unacceptable impact on the street scene.

Neighbouring Amenity: There are no neighbouring amenity concerns associated with the proposal.

Highway Access and Parking Provision: Despite concerns raised by the Highways Officer, it is considered that there is sufficient parking provision for the size of the dwelling. There is no increase in number of bedrooms and only one additional habitable room within the existing envelope of the building. Any further measures to incorporate additional parking would have a negative impact upon the character of the area by virtue of removing soft landscaping from the existing frontage. As such, no objection is raised on these grounds.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

The Public Sector Equality Duty (Equality Act 2010): In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approve

Date:	16 October 2025
Earliest date for decision:	24 September 2025

Recommendation agreed by: (Authorised Officer)	
Date:	16 October 2025

PLANNING CONSTRAINTS/STATUS

- *Major Development Location of Wokingham*