

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	253098
Site Address:	12 Vermont Woods, Finchampstead, Wokingham, RG40 4PF
Expiry Date:	12 February 2026
Site Visit Date:	N/A
Proposal: Householder application for the proposed store room conversion to create habitable accommodation along with changes to fenestration.	

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 CP5 – Housing Mix, Density and Affordability CP7 – Biodiversity
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
N/A	N/A	N/A

CONSULTATION RESPONSES

Internal

WBC Digital Solutions Scanning- No comments received

External

None Consulted

REPRESENTATIONS

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

APPRAISAL

Site Description: 12 Vermont Woods is a detached two-storey dwelling with associated parking and landscaping, situated in the residential area of Finchampstead, Wokingham. The dwellings surrounding the application site all have similar design and character.

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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character to the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

Vermont Woods comprises of residential properties which all have similar design and character. The proposed development consists of the reconfiguration of the ground floor utility, study and storage area, to facilitate a new family room and utility area, along with fenestration changes and removal of the existing garage door.

The proposed fenestration changes to the ground floor will utilise materials that will match the existing, therefore causing no concern to the character of the area.

Neighbouring Amenity: Regarding neighbouring amenity, the original garage door is being removed and replaced with one window to the front of the dwelling. As the existing plans show, the existing development was for a utility room, study and storage area. The new proposal doesn't cause any concern for loss of light, overbearing, or overlooking. On adjacent neighbours. Overall, the proposal would have an acceptable impact on the visual amenity of the street scene and local character in accordance with Core Strategy policies CP1 and CP3.

Highway Access and Parking Provision: The submitted block plan shows spaces for three parking spaces. The original garage was not deemed to meet highways standards therefore there is no loss of parking space on site.

Additionally, there is no change in level of driveway parking available, and no off-street parking is proposed. As a result, the proposal does not impact parking or access provisions, therefore no objection from Highways have been raised.

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	
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Conditions agreed:	Yes/No/Not required
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Recommendation:	Approve
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Date:	11 February 2026
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Earliest date for decision:	15 January 2026
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Recommendation agreed by: (Authorised Officer)	
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Date:	11 February 2026
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PLANNING CONSTRAINTS/STATUS

Insert where relevant