APPLICATION NO:
F/2001/3373

LOCATION:
Orchard Cottage Monks Alley, Binfield Bracknell.

APPLICANT:
Mr J Lovejoy

PROPOSAL:
Proposed single storey rear extension to dwelling to form conservatory.

EARLIEST DATE FOR DECISION: **22/03/2001**

APPLICATION WILL HAVE EXPIRED ON: 11/04/2001

CASE OFFICER: **Andrew Thorley**

APPROVED

RAILEX
Marbleboard

EASIFILE EP7

(AT)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr J Lovejoy
Orchard Cottage
Monks Alley
Binfield
Berkshire
RG42 5NY

Application Number: F/2001/3373

Parish: **HURST**

Location: **Orchard Cottage, Monks Alley, Binfield, Bracknell.**

Proposal: **Proposed single storey rear extension to dwelling to form conservatory.**

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.

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.

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 Policy EN1.

Loddon Area Local Plan Policies LTV2 and LBE1.

Deposit Draft Wokingham District Local Plan Policies WCC1, WCC7, WOS3 and WBE1.

John Mitchell

John Mitchell
Development Control Manager
Date: 03/04/2001

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.

Babtie Environmental

School Green
Shinfield
Reading
Berkshire RG2 9HL
Tel 0118 988 1555
Fax 0118 988 1666

Babtie

A member of Babtie Group

Our ref Kgb02 Your ref As below

12th March 2001

Andrew Thorley
Planning Services
Wokingham District Services
PO Box 157
Shute End
Wokingham
RG40 1WR

Dear Andrew,

APPLICATION F/2001/3373.
ORCHARD COTTAGE, MONKS ALLEY, BINFIELD
Regulation 4 Town and Country Planning (Applications) Regulations 1988
ARCHAEOLOGICAL WATCHING BRIEF

In line with advice contained in PPG16, Wokingham District Council Planning Policy WHE15 and 17 Development Affecting Archaeological Sites, Policy EN6 of the Berkshire Structure Plan, Policy LBE22 of the Loddon Area Local Plan. I would now advise you that the application site requires an Archaeological Watching Brief during excavation works for the proposed development. This should be by means of an archaeological watching brief to be completed once its results are submitted to yourselves this is to be secured by a condition on this application as per PPG16, Planning Conditions, Paragraph 30:

"No development shall take place within the area indicated until the applicant has secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved by the Planning Authority."

Please find enclosed a copy of a brief for the archaeological work required.

If you wish to discuss this matter, please contact me on 0118 988 1611.

Yours sincerely,

Elizabeth Rowe
Archaeologist

PLANNING SERVICES	HPT 41050
POL	TLS
DC AT	ENF
APP	
CS	
13 MAR 2001	
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	FILE:

Group Offices:
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Abingdon
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Derby
Dublin
Edinburgh
Exeter
Glasgow
Inverness
Ipswich
London
Maidstone
Newcastle upon Tyne
Oxford
Preston
Reading
Shrewsbury
Telford
Wakefield
Wallingford
Westminster

Ankara
Bangkok
Hong Kong
Jakarta
Kuala Lumpur
Manila
Prague
Singapore

Babtie Group Ltd
Registered Office:
95 Bothwell Street
Glasgow G2 7HX
Registered in Scotland
No: 141100

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INSTITUTE OF ENVIRONMENTAL ASSESSMENT
Registered Environmental Impact Assessor



ORCHARD COTTAGE, MONKS ALLEY, BINFIELD

BRIEF FOR AN ARCHAEOLOGICAL WATCHING BRIEF

Prepared For
Wokingham District Council
By
Babtie

ORCHARD COTTAGE, MONKS ALLEY, BINFIELD
BRIEF FOR AN ARCHAEOLOGICAL WATCHING BRIEF

1 INTRODUCTION

1.1 This brief sets out the background and general conditions to enable a detailed specification for an archaeological scheme to be prepared and submitted for approval to Wokingham District Council. The brief is valid for six months only, after which time the District should be contacted. Specifications produced in accordance with this brief will be considered valid for the same period of time.

2 SITE LOCATION AND DESCRIPTION

2.1 The site is located at Orchard Cottage, Monks Alley, Binfield, at grid reference SU8351 7109.

3 PLANNING BACKGROUND

3.1 Planning application number F/2001/3373 submitted to Wokingham District Council, proposes a single storey rear extension to dwelling to form conservatory.

4 ARCHAEOLOGICAL BACKGROUND

4.1 The site lies close to several Grade II listed buildings. The proposed construction may disturb archaeological remains associated with the Late Medieval period.

5 STAGES OF WORK AND TECHNIQUES

5.1 The aims of the project will be to record the presence/absence, extent, condition, character, quality and date of any archaeological deposits within the whole of the area affected by development.

5.2 The archaeological watching brief will be carried out on all areas of ground disturbance, including test-pitting, topsoil stripping, ground reduction, and the cutting of foundation or other trenches.

5.3 The project will be fully recorded by descriptive context records giving details of locations, composition, depth, relationships etc, plans, sections and elevation drawings at scales of 1:10, 1:20 and 1:50 where appropriate, and photographs. Sections, plans and elevations are to include spot-heights related to Ordnance Datum in metres OD. All finds will be recorded by context as a minimum, significant finds being recorded three-dimensionally. Provision should be made for sampling appropriate material for dating and environmental assessment.

5.4 The project will be carried out on a daily basis by a competent archaeologist and managed on a regular, agreed basis by a Member of the Institute of Field Archaeologists registered with an appropriate area of competence.

5.5 The archaeological contractor will liase with the site agent, foreman or other representative as appropriate, with regard to access, the timing of visits, and the health and safety requirements in force on the site.

5.6 All health and safety requirements in force on the site will be adhered to by the archaeological contractor's staff.

6 METHODS

6.1 The project specification will include a method statement detailing the methods and standards to be applied in the programme of work, both field and post-field.

7 TIMETABLE AND MONITORING ARRANGEMENTS

7.1 Details of timing should be the subject of discussion between the developer's representative, Babtie Group (archaeological consultant for Wokingham District Council) and the archaeological contractor. A programme of works, monitoring, recording and access will be agreed in writing before the project commences.

7.2 A period of notice required to start site works following the award of the contract should be stated.

7.3 Babtie Group will monitor the progress and quality of the work at intervals to be agreed. A representative of the archaeological contractor should be present at all monitoring inspections.

7.4 The archaeological contractor will provide a projected timetable of activity on site.

8 REPORTING REQUIREMENTS

8.1 A report should be produced no later than 2 weeks after the completion of the fieldwork.

8.2 An estimate of time and staff resources required for report production should be provided. This should include details of arrangements for specialist conservation and analysis of artefacts and ecofacts.

8.3 Details of style and format to be determined by the archaeological contractor. In any event it should include:-

(a) a plan(s) at an appropriate scale showing the survey area, layout of trenches (as dug) and features located;

(b) a summary table and descriptive text showing the features, classes and numbers of artefacts located, with interpretation;

(c) an evaluation of the methodology employed and the results obtained (i.e. a confidence rating);

(d) a plan at an appropriate scale showing both actual and, where possible, predicted archaeological deposits;

(e) a consideration of evidence within the wider landscape setting;

(f) any recommendations for further investigation if necessary.

9 STANDARDS

The project should be carried out to the highest professional standards and conform to the IFA Code of Conduct and Code of Practice. The IFA's Code of approved Practice for the Regulation of Contractual Arrangements in Field Archaeology will be applied throughout the selection procedure and contract period.

10 ARCHIVE DEPOSITION

10.1 All finds (other than those of gold or silver) are the property of the landowner. The agreement of the landowner for the ownership of any finds to be transferred to an appropriate museum will be sought.

10.2 Provision should be made for the deposition of archive and artefacts in Reading Museum. The museum should be advised of the proposed investigation before excavation starts and the specification should include any reasonable requirements they may have regarding conservation and storage of excavated material and archive. The archive should be prepared in accordance with the guidelines published in *Guidelines for the preparation of Excavation Archives for long-term storage* (United Kingdom Institute for Conservation, 1990) and *Standards in the Museum care of archaeological collections* (Museums and Galleries Commission, 1994)

11 PUBLICATION & DISSEMINATION

11.1 A copy of the results will be supplied to the Wokingham SMR on the understanding that this will become a public document after an appropriate period of time (usually not exceeding six months).

11.2 The archaeological contractor will supply the SMR with a full set of catalogued slides taken during the projects, together with selected negatives, for future use in lectures, publications, or other publicity material.

11.3 An estimate of time and staff resources required for report production should be provided. This should include details of arrangements for specialist conservation and analysis of artefacts and ecofacts.

11.4 Details of style and format to be determined by the archaeological contractor. However, the report ***must*** have a front sheet providing the following information:

- Site name
- Grid Reference
- Site activity (eg Evaluation trenching, geophysical survey, fieldwalking, etc.
- Date and duration of project
- Site code
- Area of site
- Summary of results
- Monuments identified (this ***must*** be referenced to the RCHME Thesaurus of Monument Types)
- Location and reference of archive

11.5 The report should also include:

(i) a summary of the project's background;
(ii) the site location;
(iii) a methodology;
(iv) a description of the project's results;
(v) an interpretation of the results in the appropriate context;
(vi) a summary of the contents of the project archive and its location (including summary catalogues of finds and samples);
(vii) site layout plans on an Ordnance Survey base, with the location of the trenches superimposed on the results of any earlier, non-intrusive surveys;
(viii) plans of each trench or area in which archaeological features were recognised;
(ix) trench sections and feature sections;
(x) site matrices where appropriate and
(xi) a consideration of evidence within the wider setting.

12 OTHER FACTORS

12.1 The specification may be varied, subject to agreement between the contractor, the landowner/developer and the Principal Archaeologist, in response to significant discoveries.

WORK SHEET FOR : Andrew Thorley

Application Number : F/2001/3373

Applicant : Mr J Lovejoy .

Location : Orchard Cottage, Monks Alley, Binfield, Bracknell.

Proposal : Proposed single storey rear extension to dwelling to form conservatory.

Site Notice Displayed ? :	YES	NO	DATE
	✓		13/03/01

Date of Neighbour Notifications : .....

Date of Site Visit : 13/03/01

Date Registered : 14/02/2001

Earliest Date for Decision : 22/03/2001

Latest Consultation Date/Site Notice Expiry Date : 22/03/2001

This application will have expired on: 11/04/2001. 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 :

Council : No Objections
Neighbour : 1 letter of concerns (relate to condition of Monks Alley lane, no objections to proposal).

Archaeologist : Require a watching brief.

Planning Issues : (Rural Area

1) Impact on neighbours / setting of listed buildings
2) Impact on rural area
3) Archaeology.

Application Number: F/2001/3373

Appraisal:

The proposal is for a single storey rear extension to a previously rebuilt 2 storey detached house to form a conservatory, to be located on part of the existing patio area.

The single storey rear extension will be 4.2 metres wide and will project from the rear elevation of the house by 4.5 metres (approximately) towards the rear garden. It will have a glazed pitched roof with an eaves height of 2.4 metres with a ridge height of 3.5 metres. To be constructed with brick to below window level.

1) Impact on neighbouring properties/setting of listed buildings

Wiltshire Cottage, to the east, is a Grade II, detached listed building on a large plot of land. This neighbour (see letter on file) does not object to the proposal, however he proposes that the condition of Monks Alley lane should be improved as part of the planning consent. Due to the boundary treatments and distance away (over 70 metres), the proposal will not affect the setting of the listed building and the occupants of this property – no adverse impact.

Marchfield House, to the west, is also a Grade II, detached listed building on a very large plot of land. Due to the boundary treatments and distance away (over 100metres), the proposal will not affect the setting of the listed building and the occupants of this property – no adverse impact.

Elm Grove Cottage, to the north west, is a 2 storey detached house. Due to the orientation and distance away the occupants of this property will not be affected.

2) Impact on rural area /visual impact.

Design and materials proposed will match existing, therefore no adverse impact on rural area/visual amenity of the area - considered acceptable. The lightweight transparent construction would indicate that there would be no adverse consequences on the open nature of the countryside

3) Archaeology

I do not consider that a watching brief as recommended by our Achaeologist is necessary for such a small extension and the cost involved would not be justified.

Recommendation : Approval: [✓] ~~Refusal: [ ]~~
(tick appropriate box)

Application Number F/2001/3373
Conditions/~~Reasons for Refusal~~

No	Std Con	Std Reas	Non Std Conditions / ~~Reasons for Refusal~~
1.	C001	R001	Full Permission - 5 years
2.	C014	R014	External Finishes to match
~~3.~~	~~C183~~	~~R183~~	~~Archaeological Watching Brief~~ ?

Informative for approvals	
N16	
LODDON AREA LOCAL PLAN POLICIES:	LTV2 LBE1
~~SOUTH EAST AREA LOCAL PLAN POLICIES:~~	
WOKINGHAM DISTRICT LOCAL PLAN POLICIES:	WCC1, WCC7, WOS3, WBE1 ?
~~GREEN BELT LOCAL PLAN POLICIES:~~	
BERKSHIRE STRUCTURE PLAN POLICIES:	EN1
~~MINERALS LOCAL PLAN POLICIES:~~	

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

Date: 3/4/07

RECORD OF SITE VISIT

SITE ADDRESS: Orchard Cottage
Monks Alley Binfield Bracknell.

APPLICATION NUMBER: F/2001/3373

OFFICER: Andrew Thorley

DATE OF SITE VISIT: 13/03/01

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes on front fence

2. DESCRIPTION OF SURROUNDINGS Part residential along unadopted road.
Rural open countryside adjacent.
Large detached properties in their own grounds

3. DESCRIPTION OF SITE/BUILDING
2 storey replacement detached house with detached garage at front on large plot / garden. Red brick, red clay tiles, white painted windows white fascia boards + brown guttering

4. RELATIONSHIP TO ADJOINING PROPERTIES
Refer to location Plan

5. SITE CONSTRAINTS

TREES — Non affected

ACCESS/PARKING — As existing at front with garage + driveway

LEVELS — N/C

BOUNDARY TREATMENT — Front boundary 2m privet hedge + 1.4m open fencing + conifer bushes

OTHERS — Side boundary 'Marchfield House' mature trees + shrubs + partly open

— Side boundary with Ashin Cottage 1.8m fencing + trees on boundary

— Rear boundary 1.4m open fencing backing onto countryside.

**********FILE COPY**********

Tel: 0118 974 6441

Date: **26 February 2001**

My ref: F/2001/3373

CONFIDENTIAL

Councillor Drake
Walden Acres
Wokingham Road
Hurst
RG10 0RU

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/2001/3373
Orchard Cottage, Monks Alley, Binfield, Bracknell.
Proposed single storey rear extension to dwelling to form conservatory.

I write to let you know that the above mentioned house holder application has been received

At this stage a recommendation has not yet been made. This form should only be returned if it is likely that you may wish the application to be listed for consideration by the Development Control Sub-Committee. This form must be received no later than 28 days from the date of this letter.

If you have any questions please do not hesitate to contact **Andrew Thorley** on **0118 974 6441**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Andrew Thorley** Application Number: **F/2001/3373**
Orchard Cottage, Monks Alley, Binfield, Bracknell.
Proposed single storey rear extension to dwelling to form conservatory.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Drake

**********FILE COPY**********

Received by Wokingham District Council

Application No: F/2001/3373

Proposal:
Proposed single storey rear extension to dwelling to form conservatory.

Location:
Orchard Cottage, Monks Alley, Binfield, Bracknell.

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 Andrew Thorley P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 22/03/2001. 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

26 February 2001

ADDITIONAL NEIGHBOUR CONSULTATION SHEET

APPLICATION NUMBER: F/2001/3373
CASE OFFICER: Andrew Thorley

ADDRESS OF ADDITIONAL NEIGHBOUR CONSULTATION	NUMBER OF DAYS FOR RESPONSE	DATE LETTER ISSUED (for Admin use)

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: 14 FEB 2001	
Officer: AT	Application No. F/2001/3373

Map No. 56 **Site** 0.28
Easting: ..... **Flood Pln** .....
Northing: ..... **Mineral** .....

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

Description:
(F.) PROPOSED SINGLE STOREY REAR EXTENSION TO DWELLING TO FORM CONSERVATORY

Location: ORCHARD COTTAGE, MONKS ALLEY (off Forest Rd & Green Lane)

Parish: HURST Ward: Hurst ✓ 27/2

Applicant: MR J LOVEJOY

Fee Received 95-00 (1) 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			
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 : ..... 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. .....

NEIGHBOURS:

..... SIN 1 see map ✓ 27/2 .....
.....
.....
.....
.....
.....
.....
.....
.....

Recd 10.15 AM 19.3.01.

Wiltshire County

Wokingham DC.

Application # F/2001/3373

I have no objection to this proposed extension, BUT it must be a condition to the granting of planning consent that Monks Alley (also a bridle way) is properly restored to good condition (presently in appalling condition) after all works are completed up to the adopted part (viz. just after the entry to Angel Farm).

Michael Rice 18/3/01

PLANNING SERVICES | RPT
POL | TLS
DC AT | ENF
APP
CS
19 MAR 2001
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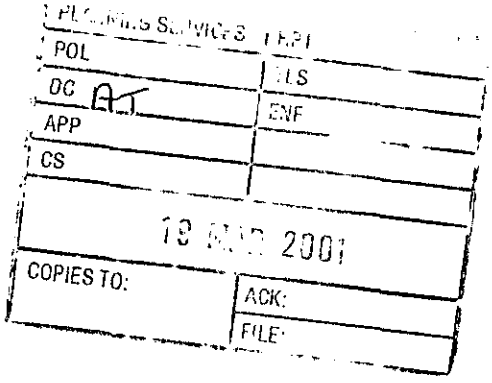


ST. NICHOLAS HURST PARISH COUNCIL

Clerk: Mr. R. Wardle, D.M.A., F.C.I.S., M.I.Mgt.,
Glenrocques, 52 Altwood Road, Maidenhead, Berkshire, SL6 4PZ
Telephone/Fax: (01628) 628485

6th March

, 2001

Development Control Manager,
Wokingham District Council,
Planning Services,
P.O. Box 157,
Shute End,
Wokingham, RG40 1WR

For the attention of Andrew Thorley

Dear Mr. Thorley,

Application No. F/2001/3373

I refer to the above-mentioned Application by Mr. J. Lovejoy of Orchard Cottage, Monks Alley, Binfield, Bracknell; proposed single storey rear extension to dwelling to form conservatory.

My Council have no adverse comments to make on the Application.

[illegible] SERVICES	HPT 40837
POL	TLS
DC AT	ENF
APP	
CS	
08 MAR 2001	
COPIES TO:	ACK:
	FILE:

Yours sincerely,

Clerk

"ORCHARD COTTAGE; MONKS HILLEY HURST 1.4.86

ADDRESS ELM GROVE LANE PARISH ~~WOK/WITHOUT~~

PLOT No. Old Property O.S. SHEET No. SU.8371(56

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
97/64907/F	M.J. LOVEJOY	REPL. DWELLING & GARAGE	4.6.97	C/A
DW97/0096	"	DEM. DWELLING	7.6.97	APP
HP97/6365	"	REPL. DWELLING & GARAGE	15.5.97	C/APP
97/66431/F	"	S/S ext to Dwelling (Retrospective)	21/11/97	C/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

Environmental Services

For office use only.
Application number: 14.FEB.2001* 3373

Householder planning application form

Please answer all questions in CAPITAL letters.
If any question does not apply to you, put N/A in the space.
Please send six copies of the filled in form and your plans to the address on the front of the folder.
We provide guidance notes to help you fill in the form. If you have any questions, please call Planning Support on 0118 974 6428 or 0118 974 6429.

1	Your name Address and postcode Phone number	MR. J. G. LOVEJOY ORCHARD COTTAGE MONKS ALLEY BINFIELD BERKSHIRE RG42 5NY 07970 630718
2	Agent's Name Address and postcode Phone number	NO AGENT.
3	Site We need you to send in six copies of the 1:2500 scale location plan and six copies of the 1:500 scale block plan, with the site outlined in red. You can buy these maps from the Environmental Services reception or order them by phoning 0118 974 6485.	ORCHARD COTTAGE MONKS ALLEY BINFIELD BERKSHIRE RG42 5NY
4	Give brief details of the proposal for example, two storey side extension. About the application	SINGLE STOREY REAR CONSERVATORY
5	Are there any trees on the site? If Yes, please show their positions, spread and species of the trees on the plans. Say which trees you plan to cut down.	Yes ☑ No ☐ NONE TO BE CUT DOWN
6	Please list the external materials you will use for example, red brick to match any existing bricks and dark stained timber.	RED BRICK TO MATCH EXISTING WHITE PVC FRAME
7	Will the proposal change the pedestrian or vehicle access to the site? Please show details of the existing access and any proposed changes on the plans.	Yes ☐ No ☑
8	Will the car parking provision at the site be changed? If Yes, please show details of any changes on the plans	Yes ☐ No ☑

Crystal Mark
Clarity approved by Plain English Campaign

Please turn over

9	How many bedrooms does the property have?	Existing: 4	Proposed:
10	Does a public right of way touch the site? If yes, please show the route and any proposed alternative on the plans.	Yes ☐	No ☑
11	Checklist. Please make sure that you enclose the following.		
	a Six copies of this form signed and dated.		
	b The fee (We have attached a current scale of fees). If you do not have to pay a fee, please say why below.		
	c Six copies of each set of plans and drawings listed below.		
	• 1:2500 scale location plan with the site outlined in red.		
	• 1:500 scale site layout plan.		
	• 1:100 or 1:200 scale floor plans and elevations.		

12 Certificate of ownership (Section 66 Town & Country Planning Act 1990)
Please delete either certificate A or certificate B. If neither apply, you must fill in a full certificate which you can get from Environmental Services.

(Owner means a person with a freehold interest, or someone who is a leasehold tenant with at least seven years left on their agreement)

Certificate A

I certify that

- At the beginning of the period of 21 days ending with the date of the application nobody, except the applicant, owned any part of the land which the application relates to.
- None of the land forms part of an agricultural holding.

Certificate B

I certify that

- I or the applicant has given the necessary notice to everyone else who (at the beginning of the period of 21 days ending with the date of the application) owned any part of the land which the application relates to as listed below.

Owner's name	Address at which the notice was served	Date on which the notice was served

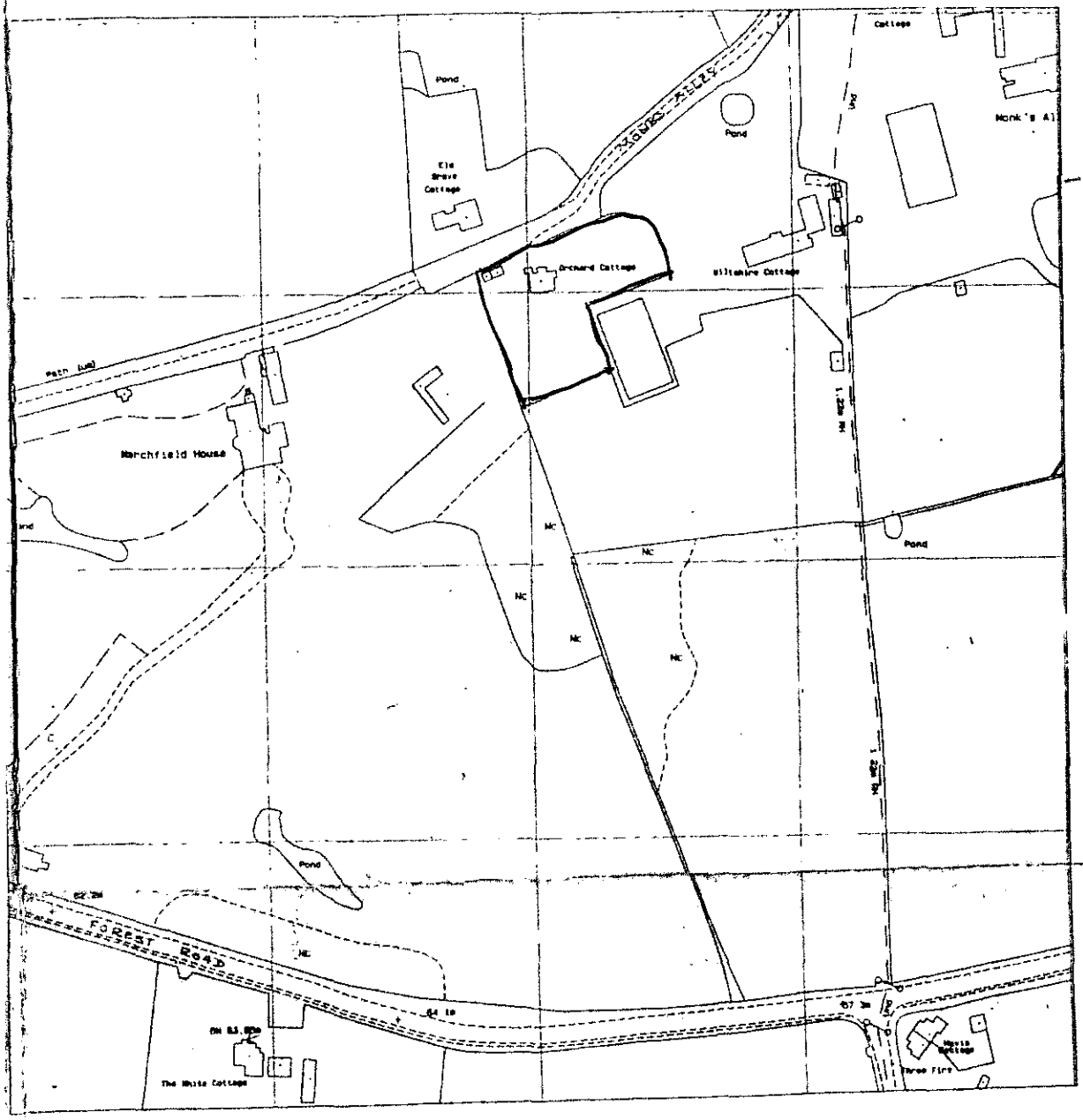
None of the land forms part of an agricultural holding.

Your signature: [signature]

on behalf of

Date 12-2-01

Please tick this box if you or your husband, wife or partner are employed by Wokingham District Council ☐

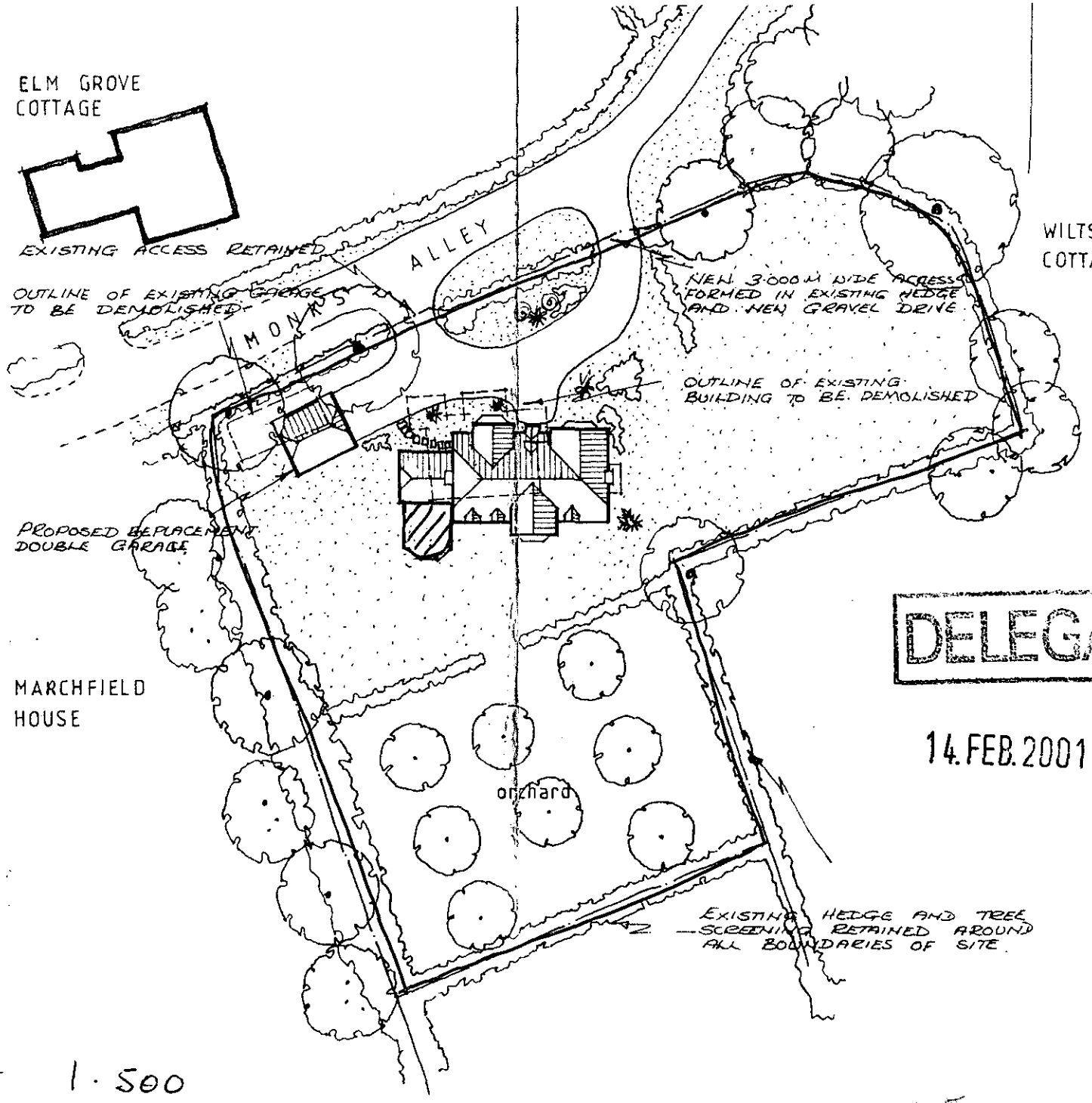


LOCATION PLAN 1:2500

DELEGATED

14.FEB.2001* 3373

APPROVED



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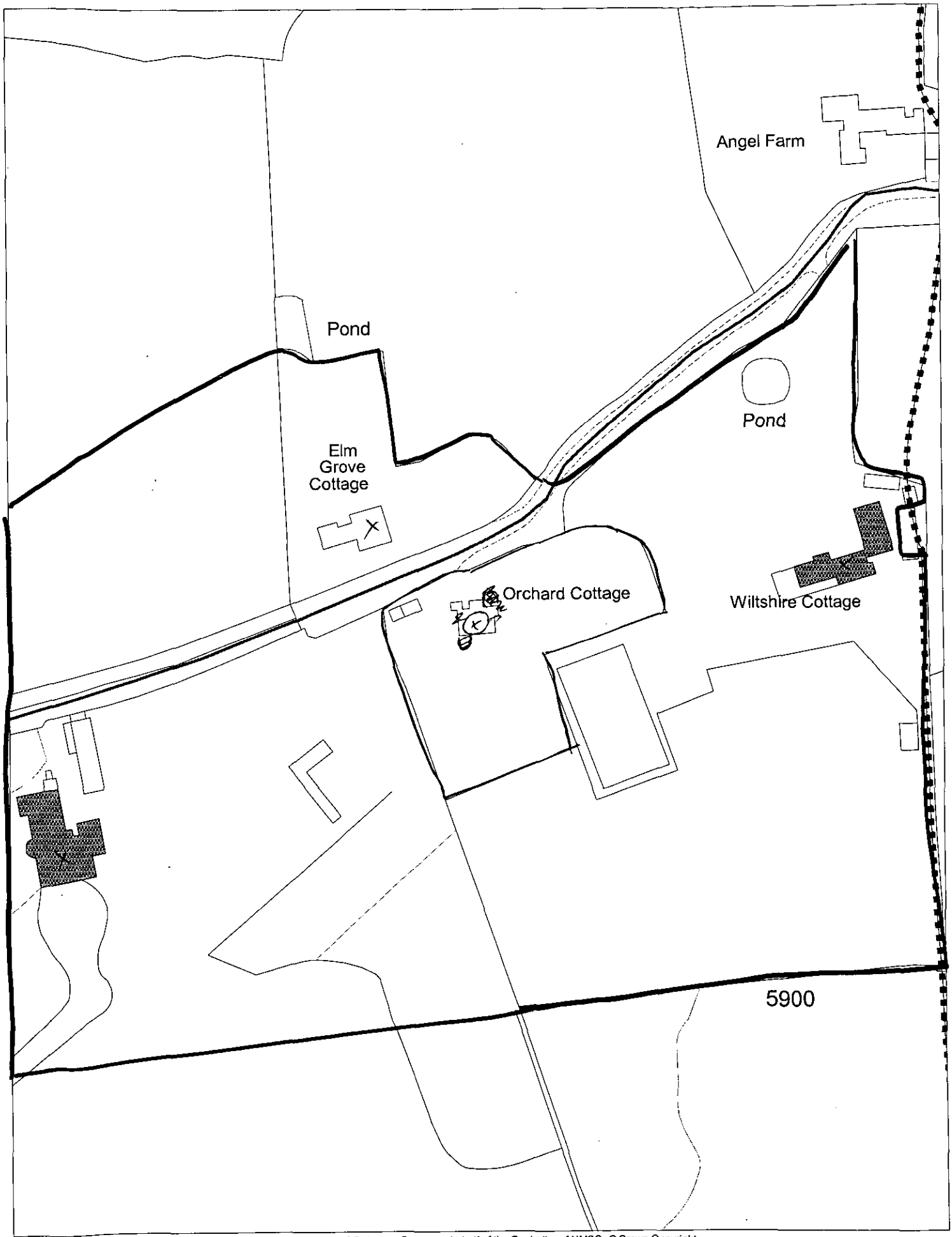
SCALE 1·500



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19 February 2001
Scale: 1 : 1250

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