

Project Title:	Wyvols Court Farm
Project No/ Document Reference:	HD215-R004
Date:	29 April 2026
Author:	Andrew Lovegrove / Nick Billingham

RESPONSE TO WOKINGHAM BOROUGH COUNCIL HIGHWAY COMMENTS

1.1 Introduction

- 1.1.1 This Technical Note has been prepared by Abley Letchford on behalf of Wyvols Court Farm Ltd to address the comments raised by Wokingham Borough Council (WBC) Highways, on the 11th of March 2026, with respect to the pre-application reference 251002.
- 1.1.2 This Technical Note provides a response to the key issues raised from the WBC Highways comments, with each of the matters addressed in the order they appear in the consultation response. A copy of the full SC Highways comments is included in **Appendix A**.

1.2 Traffic Impacts

- 1.2.1 Whilst some commentary is provided in regards to the methodology of providing trip rates separately for light and heavy vehicles, the conclusion of the consultation response reads that there is satisfaction the assessment has been done on a suitably robust basis. This is agreed and welcomed. On this basis it is not envisaged any further work is required on this item.

1.3 Site Access

- 1.3.1 A summary of the WBC Highways comments relating to the site access has been summarised in the bullets below:
- The required tangential visibility will be across land beyond the red line and highway land; the applicant shall include those lands as part of the blue line.
 - The applicant shall confirm if there is any proposed change to the bell mouth radius of the access. Subject to the confirmation, the Highways have no objection to utilise the existing gated access.

Designers Response

- 1.3.2 As confirmation, no kerb line changes have been proposed to the existing access which will serve both the existing and new additional units. The required visibility for the existing access of 2.4m x 120m is fully achieved within the adopted highway boundary and does not extend into 3rd party land. This is demonstrated within drawing **HD215-001 B** included within **Appendix B**.

1.4 Proposed Footway and Pedestrian Crossing

- 1.4.1 A summary of the WBC Highways comments relating to the proposed footway has been summarised in the bullets below:





- It is, uncertain if the proposed widening of footway to the north of the access will be 2m wide throughout. The applicant is advised to submit an overview drawing for the general arrangement of the proposed access and off-site improvement works.
- There is no continuous pedestrian network between the site access and the existing public footway to the north of the access. The Highways are uncertain if the proposed off-site footway improvement can enhance the continuity and safety of proposed route to the bus stops. The applicant may wish to consider providing 2m wide footway on the northern side / both sides of the access.
- The applicant is expected to measure the intervisibility at the proposed crossing point on both sides of the B3349 Basingstoke Road along the tangent of the bend. Revision is required.
- As the proposed crossing point is physical changes to the highway impacting on road user behaviour, a Stage 1 Road Safety Audit is required. The Highways would have expected a Road Safety Brief Report to be submitted prior to completion of the Stage 1 RSA to be agreed as required by DMRB GG119.

Designers Response

- 1.4.2 The proposed footway to the north of the B3349 has been designed as a continuous width of 2.0m. This provides a route from the site access to the proposed pedestrian crossing allowing users to safely reach the pedestrian infrastructure along The Street without having to walk via any non-pedestrian infrastructure. Drawing **HD215-001 B** has been revised to show the full extents of the footway.
- 1.4.3 Tactile paving is proposed at the current site access to allow a continuous movement between the existing footway to the south of the site and the new proposed footway. This additional measure will increase the usability of the footway for any visually impaired users in line with the inclusive mobility guidance.
- 1.4.4 Drawing **HD205-001 B** has been revised with updated pedestrian visibility splays along the B3349 for the proposed pedestrian crossing. The SSD used is based on the 85th percentile speed with 60m to the south and 58m to the north. An RSA 1 will be commissioned and submitted in due course.

1.5 Existing Bus Stops:

- 1.5.1 A summary of the WBC Highways comments relating to the existing bus stops has been summarised in the bullets below:
- The applicant is expected to explore the opportunities to create a 2m wide waiting area on the southern side of The Street and provide an additional crossing point at the Street, with dropped kerbs and tactile paving to be provided. This will likely be achieved by narrowing a section of the lay-by on the westbound. The proposed works shall be supported by swept path analysis along The Street.
 - Alongside the improvements on waiting area on the southern side of The Street, the application shall explore the opportunity to upgrade the bus stops in both direction to Silver/Bronze tier bus stop.

Designers Response

- 1.5.2 The existing arrangement of the two bus stops along The Street will be retained with improvements provided in terms of pedestrian connectivity from the site. It is expected that the bus stop will have a low usage and based on the multi-modal trip generation and is forecast to have 4 additional daily bus trips generated from the site. Given the low expected increase, the existing infrastructure is deemed as appropriate.



- 1.5.3 In addition to the low usage, the Wokingham Bus Service Improvement Plan 2024 defines a 'Bronze' bus stop as a 'flag & timetable for lower use stops such as those in rural areas or on the edge of villages.'. Given the edge of a rural village location of both the bus stops in question, it is reasonable to deem the tier of bus stop as bronze and therefore the existing flag and timetables as acceptable.

1.6 Proposed Pedestrian Crossing Visibility

- 1.6.1 A summary of the WBC Highways comments relating to the proposed pedestrian crossing visibility splays has been summarised in the bullets below:
- Off-site footway improvement works is proposed in Drawing No. HD215-SK004. However, the proposed pedestrian visibility has not been assessed properly on both sides of the B3349 Basingstoke Road, in particular when the proposed crossing point is located within 20m of two junctions and HGV traffic are anticipated from the site.
 - The minimum SSD required for northbound is 60m (for 85th percentile speed of 37.7mph). The sightlines shall be across land within the applicant's control or highway land.
 - Meanwhile, the applicant is expected to measure the intervisibility at the proposed crossing point on both sides of the B3349 Basingstoke Road along the tangent of the bend. Revision is required.

Designers Response

- 1.6.2 The pedestrian visibility splays have been revised in drawing **HD215-001 B**. The SSD to the north is 58m and to the south 60m which is based on the 85th percentile speed recorded in the traffic surveys.
- 1.6.3 While the crossing lies 20m from the nearest junction, sightlines from the crossing to the junction are fully unobstructed and due to the low volume of pedestrians anticipated, the location of the crossing is deemed as acceptable.

1.7 Heavy Goods Vehicles

- 1.7.1 A summary of the WBC Highways comments relating to heavy good vehicles has been summarised in the bullets below:
- 1.7.2 Reversing of HGV shall be avoided whenever possible. The Highways are concerned with the long reversing movement of up to 50m in Drawing No. HD215- SK-003C and 004C, which can lead to potential safety risks for the wider site users. In particular, the turning area form part of the shared access to the existing units.

Designers Response

- 1.7.3 While there are cases of some HGV reverse distances these are safely contained within the site, away from the access junction and done in minimal number of movements. Furthermore, HGV movement often occur outside peak hours. Given the existing site has a low volume of traffic and mostly occur during the peak hours, it is anticipated that the HGV movements can be managed effectively to reduce conflict with traffic to the existing units.

1.8 Fire Tender

- 1.8.1 A summary of the WBC Highways comments relating to fire tenders has been summarised in the bullets below:



- The applicant is expected to demonstrate the manoeuvring of a fire tender vehicle entering and leaving the site access in forward gear to within 40m reach to the furthest point of the buildings. The council has adopted the following dimensions for fire tenders:

Designers Response

- 1.8.2 Drawing **HD215-002 A** included within **Appendix C** demonstrates that a fire tender can access each plot with 30m from the entrance of each unit. Buildings will be fitted with relevant fire suppression and hydrants to conform to requirements.

1.9 Refuse Vehicles

- 1.9.1 A summary of the WBC Highways comments relating to refuse vehicles has been summarised in the bullets below:

- The Highways assume the existing commercial waste collection arrangement remain suitable for this proposal.
- Subject to the revised reversing distance to be less than 12m, the Highways can consider the proposed swept paths for HGV to be a proxy of refuse vehicles.

Designers Response

- 1.9.2 Drawing **HD215-003 A** included within **Appendix D** demonstrates each of the units can be serviced by a large refuse vehicle as per the requirements set out within the WBC waste collection policy.

1.10 The B3349

- 1.10.1 A summary of the WBC Highways comments relating to the B3349 has been summarised in the bullets below:

- It is required to justify the proposed pedestrian refuge island will have no detrimental impact to the free flow of traffic along public highway. The applicant shall demonstrate two 16.5m long articulate vehicles can pass each other at the proposed pedestrian refuge island.

Designers Response

- 1.10.2 Drawing **HD215-004 A** included within **Appendix E** demonstrates that two 16.5m articulated vehicles can pass at the proposed crossing without any potential conflict.

1.11 Parking and Cycle Provision

- 1.11.1 A summary of the WBC Highways comments relating to the parking and cycle provision has been summarised in the bullets below:

- One 12m long HGV bay is proposed for Unit 8, and three 16.5m long HGV bays are proposed for Units 9 and 10. Unless the applicant can confirm Unit 8 will have no access of articulated vehicle and this can be secured via planning conditions, it is advised that one 16.5m long HGV bay to be provided for each unit.

Designers Response

- 1.11.2 Noted, this will be secured via a planning condition. All other items listed under Parking are either agreed or to be agreed through Planning Condition.



1.12 My Journey / Travel Plan Contribution

- 1.12.1 The response states that in lieu of a Workplace Travel Plan, the LHA would accept a Section 106 contribution towards WBCs 'My Journey' initiative.

Designers Response

- 1.12.2 Notwithstanding the above response. The applicant has instead decided to prepare their own Workplace Travel Plan in lieu of the Contribution. This is submitted alongside the revised application material.

1.13 Bus Service Contribution

- 1.13.1 A summary of the WBC Highways comments relating to the bus service contribution has been summarised in the bullets below:

- While the applicant suggests bus service contribution is not essential given the proposed off-site improvement works and modest number of additional bus trips demand from the proposal, the 600 service is a supported service for this site to be considered sustainable.
- The Highways would, therefore, require a s106 contribution per trip towards the operation of the No. 600 Bus Service. A contribution amount of £871 per dwelling has been used elsewhere in the borough; and this should be factored per trip/100sq.m to calculate the contribution for the commercial units proposed at Wyvols Court Farm.

Designers Response

- 1.13.2 The applicant will need to consider this once other matters are finalised in light of the off site improvement works which have been accounted for within the proposals.

1.14 Framework Construction Management Statement

- 1.14.1 A summary of the WBC Highways comments relating to the framework construction management statement has been summarised in the bullets below:

- In view of the site location, a framework plan is expected to be submitted along with the planning application.

Designers Response

- 1.14.2 Noted, a framework construction management statement has been prepared to be submitted as part of the planning application.



Appendices



Appendix A – Wokingham Borough Council Highways Comments

MEMORANDUM

From:	JP		
Service	WBC Highways	App No:	260386
Address:	Wyvols Court Farm, Basingstoke Road, Swallowfield, Wokingham, RG7 1WY.		
Proposal:	Full application for the erection of 3 no. commercial units, comprising use classes B2 (General Industrial) and B8 (Storage and Distribution), including associated landscaping and drainage infrastructure.		
Type of Development:	Major Heavy industry/storage/warehouse		
Site Visit Made:	Yes/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

General

The wider site consists of nine commercial units. The applicant proposes to erect three additional commercial units to facilitate the expansion of existing commercial operations with additional floorspaces. To consider the proposal as extension of existing use, the Highways recommend including the wider site as part of the application blue line.

A Pre-application (Reference 251002) has been submitted prior to the formal planning application. The Highways have provided recommendations based on the submitted scheme of 3 no. commercial units of 4,377m² for Use Classes E(g) and B8. The proposed scale of development has been reduced to 2,091m² (for Use Classes B2 and B8) in this application.

Traffic Impacts

The approach of comparing the trip generations of Use Classes B2 and B8 separately for robust assessment is welcomed.

While the Highways acknowledge that cars and LGV trips are dominant in Class B2 and HGV trips are dominant in Class B8, the applicant is expected to assess the trip generation based on the trip rates of total vehicles.

TRICS data has been used for the proposed trip rates. While the Highways would have expected the approved trip rates in WBC transport model (WSTM4) to be used for assessment, the proposed trip generation of 15 and 13 two-way movements in the AM and PM peak, respectively, for Class B2.

The applicant has assessed the worst-case scenario with higher trip generation, which can be acceptable for this instance.

Access and Off-site Improvements

The existing 6m wide gated access onto the B3349 Basingstoke Road is utilised. The existing sliding gate are set back by 20.8m from the edge of the carriageway.

While the Highways expect the existing visibility splays and pedestrian visibility to be fully retained, the visibility splays of the site access of 2.4m x 120m in both directions, and the tangential visibility are shown in Drawing No. HD215-SK-006A, which is welcomed.

It is, however, relevant to note that the required tangential visibility will be across land beyond the red line and highway land, the applicant shall include those lands as part of the blue line.

The applicant shall confirm if there is any proposed change to the bellmouth radius of the access. Subject to the confirmation, the Highways have no objection to utilise the existing gated access.

Proposed Improvements

A 2m wide footway is proposed on the southern side of the access to connect with the existing public footway along the B3349 Basingstoke Road to the south of the site access and to widen the western side of the existing public footway along the B3349 to the north of the site access, which are welcomed.

It is, however, uncertain if the proposed widening of footway to the north of the access will be 2m wide throughout. The applicant is advised to submit an overview drawing for the general arrangement of the proposed access and off-site improvement works.

A new pedestrian refuge island is proposed on the B3349 Basingstoke Road, to the northeast of the site access, to provide a route to the 'Swallowfield Grange' bus stops on The Street, off-site footway improvements are proposed at the junction of the B3349 / The Street. This is welcomed by the Highways.

However, there is no continuous pedestrian network between the site access and the existing public footway to the north of the access. The Highways are uncertain if the proposed off-site footway improvement can enhance the continuity and safety of proposed route to the bus stops. The applicant may wish to consider providing 2m wide footway on the northern side / both sides of the access.

Additional Off-site Improvements Required

The latest Wokingham Bus Service Improvement Plan (2024) aims to provide high quality and comfortable waiting facilities at bus stops. The existing waiting area of

the 'Swallowfield Grange' bus stops are substandard, particularly the one on The Street (westbound).

The applicant is expected to explore the opportunities to create a 2m wide waiting area on the southern side of The Street and provide an additional crossing point at the Street, with dropped kerbs and tactile paving to be provided. This will likely be achieved by narrowing a section of the lay-by on the westbound. The proposed works shall be supported by swept path analysis along The Street.

Alongside the improvements on waiting area on the southern side of The Street, the application shall explore the opportunity to upgrade the bus stops in both direction to Silver/Bronze tier bus stop.

Details Designs of the Pedestrian Refuge Island

As the proposed crossing point is physical changes to the highway impacting on road user behaviour, a Stage 1 Road Safety Audit is required. The Highways would have expected a Road Safety Brief Report to be submitted prior to completion of the Stage 1 RSA to be agreed as required by DMRB GG119. The details of the auditor's qualifications shall also be submitted to the LHA to demonstrate the independent auditor is suitably qualified.

Off-site footway improvement works is proposed in Drawing No. HD215-SK-004. However, the proposed pedestrian visibility has not been assessed properly on both sides of the B3349 Basingstoke Road, in particular when the proposed crossing point is located within 20m of two junctions and HGV traffic are anticipated from the site.

The minimum SSD required for northbound is 60m (for 85th percentile speed of 37.7mph). The sightlines shall be across land within the applicant's control or highway land.

Meanwhile, the applicant is expected to measure the intervisibility at the proposed crossing point on both sides of the B3349 Basingstoke Road along the tangent of the bend. Revision is required.

Manoeuvring

HGV

Swept path analysis for 12m long and 16.5m long HGV has been demonstrated, which are welcomed.

However, reversing of HGV shall be avoided whenever possible. The Highways are concerned with the long reversing movement of up to 50m in Drawing No. HD215-SK-003C and 004C, which can lead to potential safety risks for the wider site users. In particular, the turning area form part of the shared access to the existing units.

While there is no recommended/requirement maximum reversing distance for HGVs, with reference to Sections 6.7 and 6.8 of Manual for Streets, the applicant is advised to follow the requirements of fire service vehicles for a maximum of 20m, or waste collection vehicles for a maximum of 12m.

Fire tender

The applicant is expected to demonstrate the manoeuvring of a fire tender vehicle entering and leaving the site access in forward gear to within 40m reach to the furthest point of the buildings. The council has adopted the following dimensions for fire tenders:



DB32 Fire Appliance
Overall Length
Overall Width
Overall Body Height
Min Body Ground Clearance
Max Track Width
Lock to Lock Time
Kerb to Kerb Turning Radius

8.680m
2.180m
3.452m
0.337m
2.121m
6.00s
7.910m

Refuse Vehicles

The Highways assume the existing commercial waste collection arrangement remain suitable for this proposal.

Subject to the revised reversing distance to be less than 12m, the Highways can consider the proposed swept paths for HGV to be a proxy of refuse vehicles.

The B3349

It is required to justify the proposed pedestrian refuge island will have no detrimental impact to the free flow of traffic along public highway.

The applicant shall demonstrate two 16.5m long articulate vehicles can pass each other at the proposed pedestrian refuge island.

Parking and Cycle Provision

According to the WBC Car Parking Standards, the parking requirements for Classes B2 and B8 are as follows:

User Class	Car Parking Requirement	Cycle Parking Requirement
B2	Up to 250m ² : 1 space/25m ² Additional space above 250m ² : 1 space/50m ²	1 LT space/200m ²
B8	Up to 250m ² : 1 space/25m ² Additional space above 250m ² : 1 space/200m ²	1 LT space/200m ²

Car Parking

Each parking space shall have minimum dimensions of 5.0m x 2.5m and a 6.0m clearance shall be provided between the two rows of parking spaces. To ensure the safety of blue badge parking users, the hatched buffer zone of the disabled parking space shall not be count towards the required aisle clearance.

The applicant proposes 57 parking spaces (including six blue badge parking) within the red line. Two PTW parking area of 2.5m long are proposed. The proposed level of parking, parking spaces dimensions and driveway clearance are acceptable.

Meanwhile, one 12m long HGV bay is proposed for Unit 8, and three 16.5m long HGV bays are proposed for Units 9 and 10. Unless the applicant can confirm Unit 8 will have no access of articulated vehicle and this can be secured via planning conditions, it is advised that one 16.5m long HGV bay to be provided for each unit.

EVCP

Six standard EVCPs and six blue badge parking with EVCPs are proposed, which is welcomed.

Cycle Provision

Cycle provisions are expected to be provided according to the WBC Parking Standards. A minimum of 11 cycle parking shall be proposed to align with the council's requirement.

While two secure and covered cycle stores are proposed, the details of cycle stores will be secured via planning conditions.

My Journey / Travel Plan Contribution

In lieu of a Workplace Travel Plan, the LHA would accept a Section 106 contribution towards WBCs 'My Journey' initiative:

(<https://www.myjourneywokingham.com/about-my-journey/>).

A contribution of £643 per dwelling has been used elsewhere in the borough; and this should be factored per trip/100sq.m to calculate the contribution for the commercial units proposed at Wyvols Court Farm.

The applicant has agreed to discuss the required contribution as part of the S106 agreement.

Bus Service Contribution

While the applicant suggests bus service contribution is not essential given the proposed off-site improvement works and modest number of additional bus trips demand from the proposal, the 600 service is a supported service for this site to be considered sustainable.

The Highways would, therefore, require a s106 contribution per trip towards the operation of the No. 600 Bus Service. A contribution amount of £871 per dwelling has been used elsewhere in the borough; and this should be factored per trip/100sq.m to calculate the contribution for the commercial units proposed at Wyvols Court Farm.

Framework Construction Management Statement

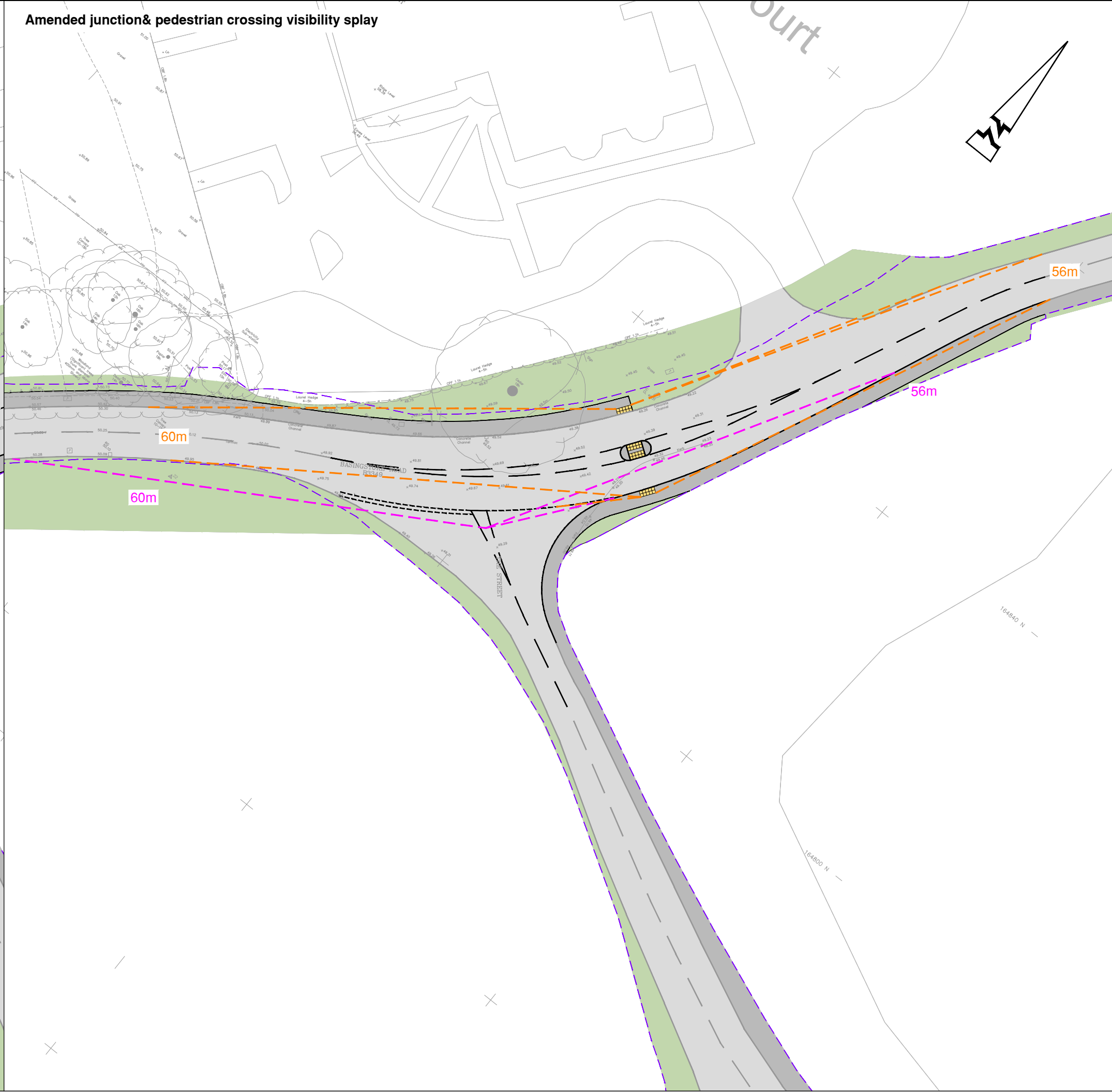
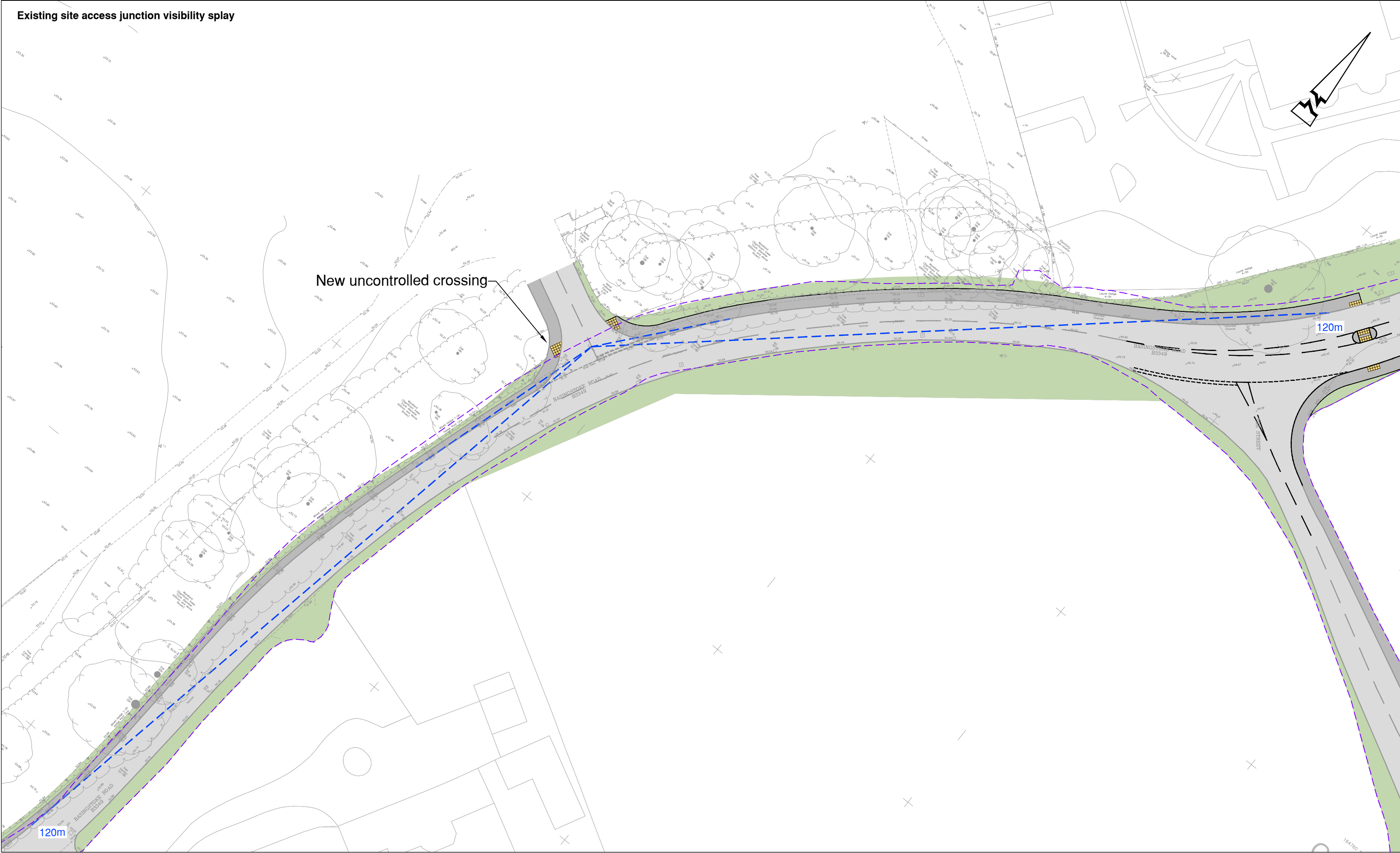
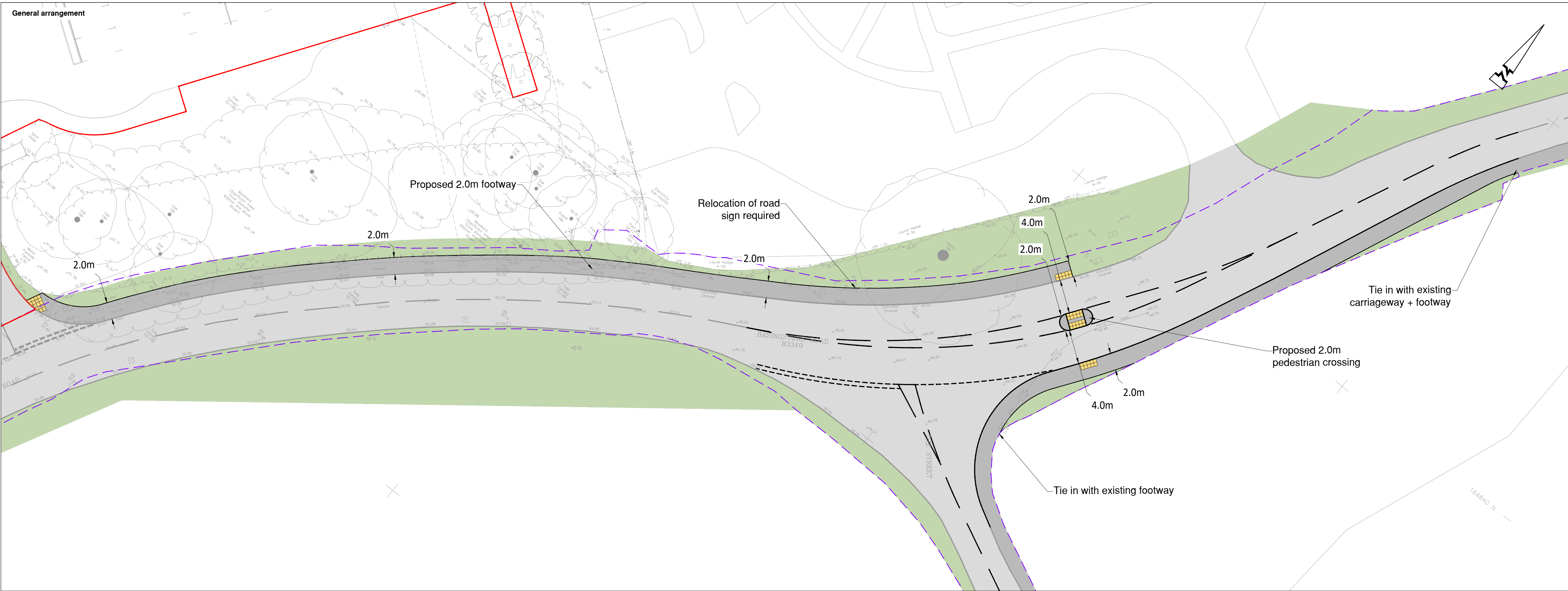
In view of the site location, a framework plan is expected to be submitted along with the planning application.

Conditions & Reasons (if required)

Date:	11/3/2026	Signed:	JP
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Appendix B – Off-Site Works Drawing



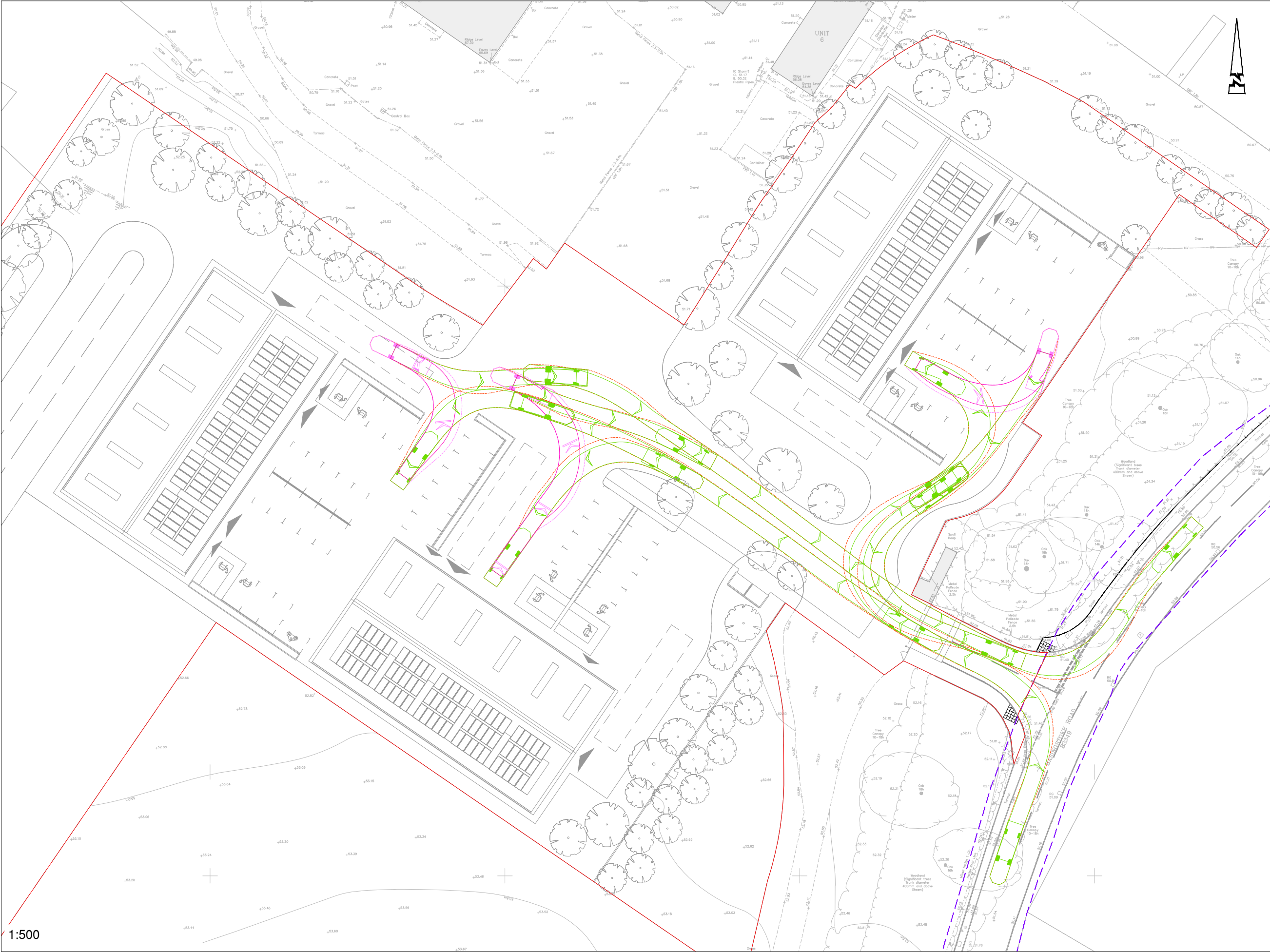
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- Key**
- Site boundary
 - Highway boundary
 - Junction visibility (DMrB - 120m @ 40mph)
 - Junction visibility (MfS - 85th Percentile Speed)
 - Pedestrian visibility (MfS - 85th Percentile Speed)

B	03.26	Updates incorporating WBC comments	AL	NB
A	01.26	First issue	AL	NB
Rev	Date	Description	Drawn	Checked
 www.ableyletchford.co.uk				
Client				
WYVOLS COURT FARM LTD				
Project				
WYVOLS COURT FARM				
Title				
OFF-SITE WORKS FOOTWAY IMPROVEMENT SCHEME				
Status				
FOR PLANNING				
Scale	Date	Drawn	Checked	
1:250 @ A1	JAN 2026	AL	NB	
Drawing No				Revision
HD215 - 001				B



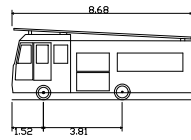
Appendix C – Fire Tender Swept Path Analysis Drawing



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- Key**
- Site boundary
 - Highway boundary

Vehicle Profile



DB32 Fire Appliance
Overall Length 8.680m
Overall Width 2.150m
Overall Body Height 3.452m
Min Body Ground Clearance 0.337m
Max Track Width 2.121m
Lock to lock time 5.00s
Kerb to Kerb Turning Radius 7.910m

Vehicle speed: 10mph

A	04.26	First Issue	AL	NB
Rev	Date	Description	Drawn	Checked



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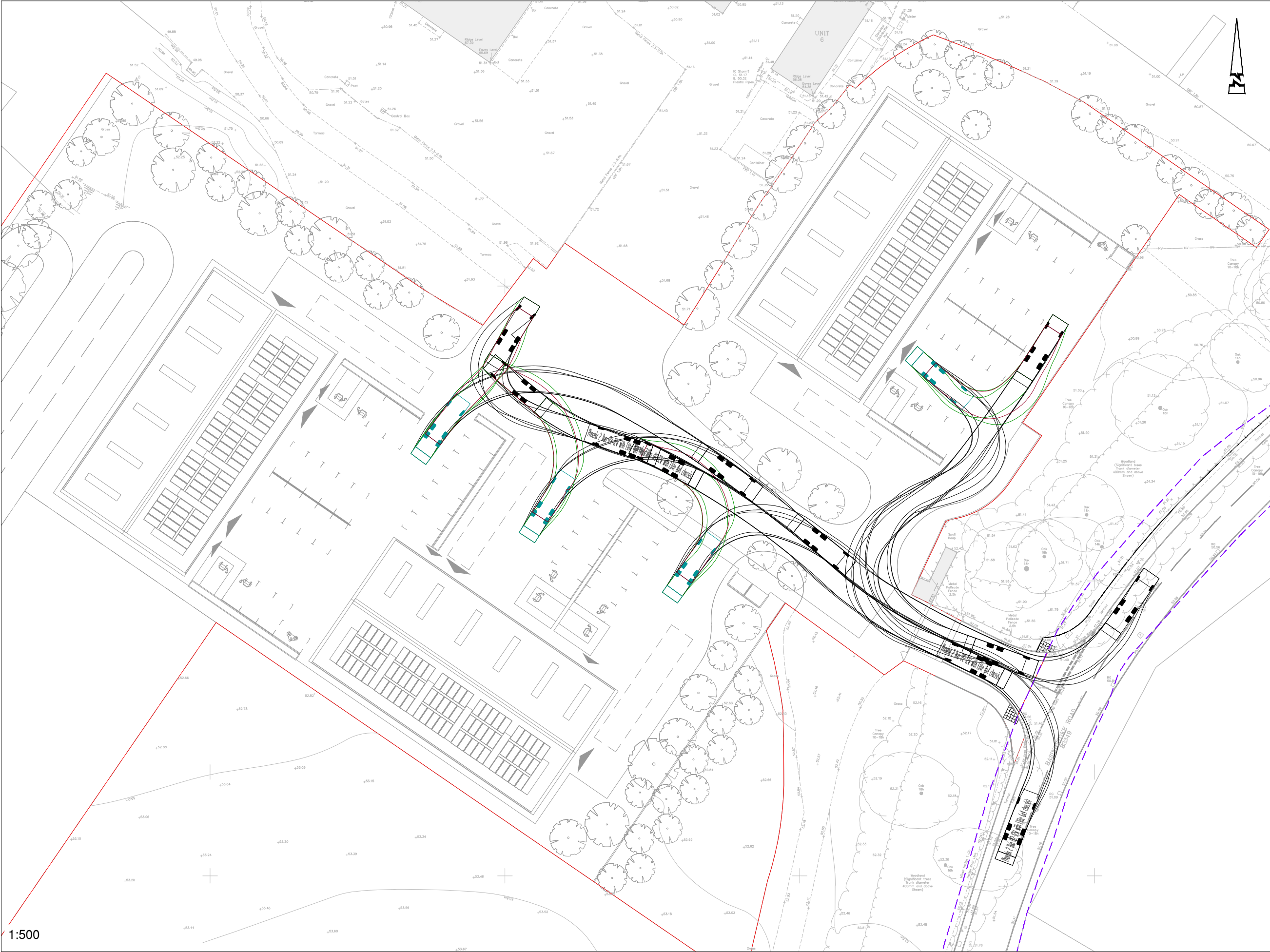
Title
**SWEPT PATH ANALYSIS
FIRE TENDER**

Status
FOR PLANNING

Scale 1:500 @ A3	Date APR 2026	Drawn AL	Checked NB
Drawing No HD215-002			Revision A



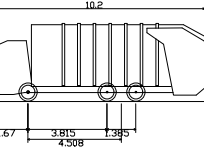
Appendix D – Refuse Swept Path Analysis Drawing



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- Key**
- Site boundary
 - Highway boundary

Vehicle Profile



Phoenix 2 Duo (P2-12W with Elite 6x4 chassis)
Overall Length 10.200m
Overall Width 2.530m
Overall Body Height 3.751m
Min Body Ground Clearance 0.304m
Track Width 2.500m
Lock to lock time 4.00s
Kerb to Kerb Turning Radius 7.800m

Vehicle speed: 10mph

A	04.26	First Issue	AL	NB
Rev	Date	Description	Drawn	Checked



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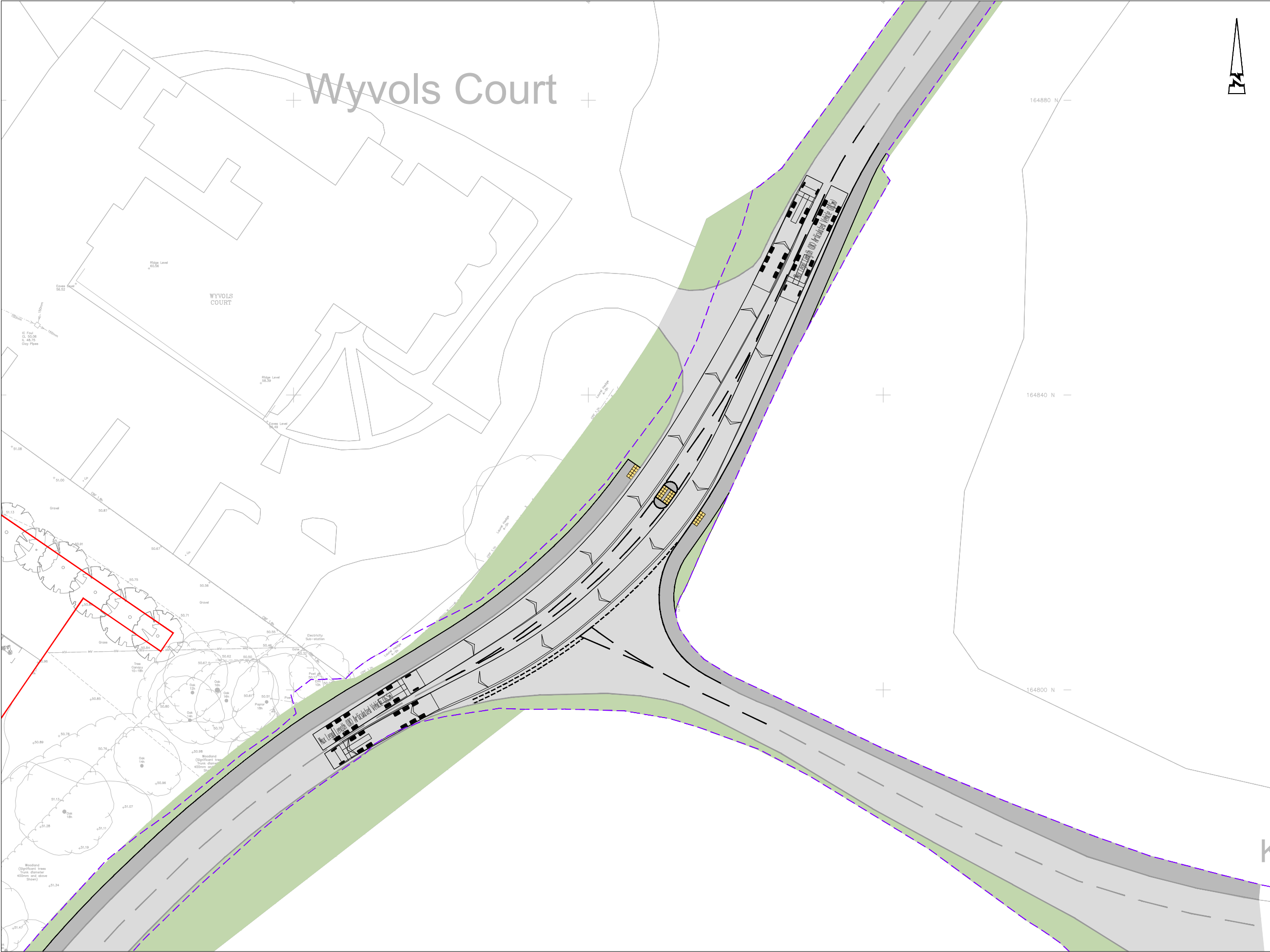
Title
**SWEPT PATH ANALYSIS
REFUSE VEHICLE**

Status
FOR PLANNING

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Drawing No HD215-001	Revision A		



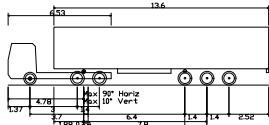
Appendix E – 16.5m Articulated Lorry Swept Path Analysis



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- Key**
- Site boundary
 - Highway boundary

Vehicle Profile



Max Legal Length (UK) Articulated Vehicle (16.5m)
Overall Length 16.500m
Overall Width 2.550m
Overall Body Height 3.281m
Min Body Ground Clearance 0.411m
Max Track Width 2.500m
Lock to lock time 6.00s
Kerb to Kerb Turning Radius 6.530m

Vehicle Speed: 10mph

A	04.26	First Issue	AL	NB
Rev	Date	Description	Drawn	Checked



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Project
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Title
**SWEPT PATH ANALYSIS
16.5m ARTICULATED
VEHICLE**

Status
FOR PLANNING

Scale 1:500 @ A3	Date APR 2026	Drawn AL	Checked NB
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Drawing No HD215-004	Revision A
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