

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251288
Site Address:	23 Beales Grove, Shinfield, Wokingham, RG2 9RQ
Expiry Date:	25 July 2025
Site Visit Date:	3 July 2025
Proposal: Householder application for the proposed insertion of roof dormers and rooflights to facilitate conversion of the loft to habitable accommodation.	

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 – No objection
WBC CIL – No comments

External

None

REPRESENTATIONS

Shinfield Parish Council	No objection subject to there being an acceptable impact on parking provision
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

This application seeks planning permission to convert the loft space of the existing dwelling into habitable accommodation, by virtue of inserting 2no. dormers into the front elevation of the roof and 4no. rooflights.

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 proposed dormers and rooflights represent minor enlargements/alterations to the existing property and would appear subservient to the existing built form. Furthermore, the dormers would comply with the Borough Design Guide (BDG) in that they would be set down from the existing ridge line and set back from both the eaves line and the sides of the roof.

Overall, the proposal would have an acceptable visual impact and would comply with policies CP1 & CP3 of the Core Strategy.

Neighbouring Amenity: The outlook from the proposed dormer windows would be towards the tree corridor to the southeast, away from the surrounding residential development. The same cannot be said for the rooflights, however, the primary purpose of these features is to provide daylight to the rooms they serve particularly given they are secondary windows in this extension, not to provide an outlook. The outlook is onto the side elevation of no.66 which is separated by both the rear garden and driveway and has a single window. Accordingly, it is not considered that the proposal would have an adverse impact upon the privacy of neighbouring residents.

Due to the modest scale of the development, there are no concerns on loss of light or overbearing grounds.

Highway Access and Parking Provision: WBC Highways raise no objection to the development in principle. Clarification was sought regarding the inclusion of a third parking space, however, as there would be no alteration to the existing parking arrangement and only one additional habitable room is proposed, it is considered overly onerous to request an amended plan in this instance.

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, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. 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:	14 July 2025
Earliest date for decision:	23 June 2025

Recommendation agreed by: (Authorised Officer)	
Date:	14 July 2025

PLANNING CONSTRAINTS/STATUS

Modest Development Location of Shinfield