PUBLIC REGISTER COPY

Prepared for publication on the planning register. Telephone numbers, email addresses and the names and contact details of third parties have been removed and are shown as [Redacted]. The Local Planning Authority holds the full application form. Supporting documents are separate and have not been redacted.

An Application for Planning Permission Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Applicant Details

Are you an agent acting on behalf of the applicant?

- (●) Yes
- ( ) No

Name/Company

Title

Mrs

First name

Jessica

Surname

Jones

Company Name

ME Group International Plc

Address

Address line 1

Unit 3B Blenheim Road

Address line 2

Address line 3

Town/City

Epsom

County

Country

Postcode

KT19 9AP

Contact Details

Telephone Number

Secondary Number

Email

Local Planning Authority

Wokingham Borough Council

Agent Name and Address

Name

Title

Mr

First Name

Ian

Last Name

Hunter

Company Name

Plande

Email

[Redacted]

Telephone Number

[Redacted]

Address

Street Address

1st Floor, Kennedy House, 31 Stamford Street

Town / City

Altrincham

County

Cheshire

Postcode

WA14 1ES

Description of Proposed Works

Please describe the proposed works

Installation of a modular self-service launderette facility and associated works. (Retrospective)

Has the development already been started without consent?

- (●) Yes
- ( ) No

If Yes, please state when the development or work was started

28-09-2026

Has the development already been completed without consent?

◉ Yes

◯ No

If Yes, please state when the development or work was completed

28-09-2026

Description Confidence Check

☑ Includes proposed use (if applicable)

☑ Includes scale and form of development

☑ Includes key elements (extension, conversion, alterations)

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site – for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

7 THE PARADE COPPICE ROAD

Address Line 2

Address Line 3

Town/city

READING

County

Postcode

RG5 3RB

Description of site location must be completed if postcode is not known:

Easting (x)

476362

Northing (y)

171906

Description

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

◯ Yes

◉ No

If Yes, please complete the following information about the advice you were given:

Title

First Name

Last Name

Reference

Date

Details of the pre-application advice received

Pedestrian and Vehicle Access, Roads and Rights of Way

Are there any new public roads to be provided within the site?

◯ Yes

◉ No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes

◉ No

Is a new or altered vehicle access proposed to or from the public highway?

◯ Yes

◉ No

Is a new or altered pedestrian access proposed to or from the public highway?

◯ Yes

◉ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

◯ Yes

◉ No

If Yes to any questions, please show details on your plans or drawings and state their reference numbers

Waste Storage and Collection

Do the plans include areas to store and help with the collection of waste?

◯ Yes

◉ No

If Yes, please provide details

Have arrangements been made for the separate storage and collection of recyclable waste?

◯ Yes

◉ No

If Yes, please provide details

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes

◉ No

If Yes, please provide details of their name, role, and how they are related

Materials

Does the proposed development require any materials to be used externally?

◉ Yes

◯ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Material 1

Type

Other

Existing materials and finishes	Proposed materials and finishes
N/A	Launderette Machine - Grey metal and glazed cladding panels

Are you supplying additional information on submitted plans, drawings or a design and access statement?

◯ Yes

◉ No

If Yes, please state references for the plans, drawings and/or design and access statement

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

◯ Yes

◉ No

Please provide information on the existing and proposed number of on-site parking spaces:

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars			

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Light goods vehicles/ public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			

Foul Sewage

How will foul sewage be disposed of?

Mains Sewer

Are you proposing to connect to the existing drainage system?

- (●) Yes
- ( ) No
- ( ) Unknown

If Yes, details of the existing drainage system

Waste water is discharged to the rear of the launderette unit into the existing mains drainage location

Assessment of Flood Risk

Is the site within an area at risk of flooding?

- ( ) Yes
- (●) No

Is your proposal within 20 metres of a watercourse?

- ( ) Yes
- (●) No

Will the proposal increase the flood risk elsewhere?

- ( ) Yes
- (●) No

How will surface water be disposed of?

Main sewer

Biodiversity and Geological Conservation

After checking the guidance notes, is there a reasonable likelihood that any of the following will be adversely affected, or could be conserved and enhanced, within the application site or on land next to or near the site?

Protected and priority species:

- ◯ Yes, on the development site
- ◯ Yes, on land adjacent to or near the proposed development
- ◉ No

Designated sites, important habitats or other biodiversity features:

- ◯ Yes, on the development site
- ◯ Yes, on land adjacent to or near the proposed development
- ◉ No

Features of geological conservation importance:

- ◯ Yes, on the development site
- ◯ Yes, on land adjacent to or near the proposed development
- ◉ No

Existing Use

Current use of the site

Convenience Store

Is the site currently vacant?

- ◯ Yes
- ◉ No

If Yes, last use of the site

If Yes, when did this use end?

Land which is known to be contaminated

- ◯ Yes
- ◉ No

Land where contamination is suspected for all or part of the site

- ◯ Yes
- ◉ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ◯ Yes
- ◉ No

Trees and Hedges

Are there trees or hedges on the proposed development site?

◯ Yes

◉ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

◯ Yes

◉ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of the Local Planning Authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your Local Planning Authority should make clear on its website what the survey should contain, in accordance with the current "BS5837: Trees in relation to design, demolition and construction - Recommendations".

Environmental Confidence Check

☑ No trees or hedges are affected within or adjacent to the site

☑ No root protection zones are impacted

☑ No habitats or ecological features are affected

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste?

◯ Yes

◉ No

If Yes, nature, volume and means of disposal of trade effluents or waste

Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units?

◯ Yes

◉ No

Unit & Use Check

☐ Existing and proposed unit numbers are accurate

☐ Any change of use is clearly reflected

☐ Net gain/loss is correctly calculated

Market Housing

	Proposed							Existing						
	Not known	1	2	3	4+	Unknown	Total	Not known	1	2	3	4+	Unknown	Total
Houses														
Flats/maisonettes														
Sheltered housing														
Bedsit/studios														
Cluster flats														
Other														

Social, Affordable or Intermediate Rent

	Proposed							Existing						
	Not known	1	2	3	4+	Unknown	Total	Not known	1	2	3	4+	Unknown	Total
Houses														
Flats/maisonettes														
Sheltered housing														
Bedsit/studios														
Cluster flats														
Other														

Affordable Home Ownership

	Proposed							Existing						
	Not known	1	2	3	4+	Unknown	Total	Not known	1	2	3	4+	Unknown	Total
Houses														
Flats/maisonettes														
Sheltered housing														
Bedsit/studios														
Cluster flats														
Other														

Starter Homes

	Proposed							Existing						
	Not known	1	2	3	4+	Unknown	Total	Not known	1	2	3	4+	Unknown	Total
Houses														
Flats/maisonettes														
Sheltered housing														
Bedsit/studios														
Cluster flats														
Other														

Self Build and Custom Build

	Proposed							Existing						
	Not known	1	2	3	4+	Unknown	Total	Not known	1	2	3	4+	Unknown	Total
Houses														
Flats/maisonettes														
Sheltered housing														
Bedsit/studios														
Cluster flats														
Other														

Total Proposed Units: **Total Existing Units:** **Net Gain/Loss:**

All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

◯ Yes

◉ No

Use class/type	Existing (a)	Lost (b)	Proposed (c)	Net (d=c-a)

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

◯ Yes

◉ No

Please complete the following information regarding employees:

	Full-time	Part-time	Total full-time equivalent
Existing employees			
Proposed employees			

Hours of Opening

Are Hours of Opening relevant to this proposal?

◉ Yes

◯ No

Opening times for each non-residential use:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Not known
Launderette Machine	00:00-23:59	00:00-23:59	00:00-23:59	

Site Area

Site area (hectares)

0.0300

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes

◉ No

Activities, processes, end products, plant, ventilation/air conditioning, and type of machinery

Is the proposal a waste management development?

◯ Yes

◉ No

Waste Type	N/A	Total Capacity	Max Annual Throughput

Maximum annual operational throughput by waste stream:

Waste Stream	Maximum Annual Throughput

Hazardous Substances

Does the proposal involve the use or storage of hazardous materials?

◯ Yes

◉ No

◯ Not applicable

Substance	Amount (tonnes)

Biodiversity Net Gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition would apply?

◯ Yes

◉ No

If No, Biodiversity Screening Summary (Applicant Responses)

☑ No trees or vegetation will be removed

☑ No impact on habitats or biodiversity features

☐ Development is within an existing residential curtilage

Reasons why biodiversity net gain does not apply:

Retrospective Development
Development subject to the de minimis exemption (development below the threshold)
Small scale development on existing hardstanding.

Certificates & Land Declaration

Note: Incorrect ownership certificates are a common reason for invalidation. All owners and land interests must be correctly identified.

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)
Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ◯ Yes
- ◉ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ◯ Yes
- ◉ No

Can you identify all agricultural tenants and give them notice?

- ◯ Yes
- ◯ No

Can you give appropriate notice to all the other owners/agricultural tenants?

- ◉ Yes
- ◯ No

Do you know the identity of any of the other owners/agricultural tenants?

- ◯ Yes
- ◯ No

Certificate B applies to this application. All four certificates are reproduced below; only the applicable one is signed.

Certificate Of Ownership - Certificate A

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

Signed by

- ◯ Applicant
- ◯ Agent

Title

First Name

Last Name

Declaration Date

Certificate Of Ownership - Certificate B

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Name of Owner/Agricultural Tenant	Address	Date Notice Served
[Redacted]	[Redacted]	05-11-2026
[Redacted]	[Redacted]	05-11-2026

Signed by

- (●) Applicant
- ( ) Agent

Title

Mrs

First Name

Jessica

Last Name

Jones

Declaration Date

05-11-2026

Certificate Of Ownership - Certificate C

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners* and/or agricultural tenants** of the land or building, or of a part of it, but I have/the applicant has been unable to do so

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were:

No known owners/agricultural tenants listed.

Notice of the application has been published in the following newspaper:

On the following date:

Signed by

◯ Applicant

◯ Agent

Title

First Name

Last Name

Declaration Date

Certificate Of Ownership - Certificate D

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land to which this application relates, but I have/the applicant has been unable to do so

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were:

Notice of the application has been published in the following newspaper:

On the following date:

Signed by

◯ Applicant

◯ Agent

Title

First Name

Last Name

Declaration Date

Agricultural Land Declaration

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

None of the land to which the application relates is, or is part of, an agricultural holding.

OR

I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below.

Is any of the land to which the application relates part of an agricultural holding?

◯ Yes

◉ No

If Yes, the requisite notice has been given to the following agricultural tenant(s):

Signed by

◉ Applicant

◯ Agent

Declaration

I/We hereby apply for Full planning permission as described in this application form and the accompanying plans, drawings and supporting information.

I/We confirm that, to the best of my/our knowledge and belief, the information provided in this application is true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We understand that this application and its supporting documents may be made publicly available by the Local Planning Authority as part of the statutory planning register.

What's your role?

◉ Applicant

◯ Agent

Signed name

Jessica Jones

Declaration Date

05-11-2026

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

◉ Yes

◯ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

◉ Agent

◯ Applicant

◯ Someone else

If Someone else, please provide their contact details:

Title

First Name

Last Name

Phone

Email

Community Infrastructure Levy (CIL) Check

Auto-assessed as:

Yes — likely CIL-relevant

Planning Application Fee

Fee payable to the Local Planning Authority

£309.00

Is a fee exemption or reduction claimed for this application?

◯ Yes

◉ No

Basis of the claim

Important Disclaimer:

UK Planning Gateway is an independent application preparation platform. It is not affiliated with, endorsed by, or acting on behalf of any Local Planning Authority.

This application has been prepared to align with publicly available validation requirements; however, all applications are reviewed, validated, and determined solely by the relevant Local Planning Authority.

The applicant and/or agent remains responsible for the accuracy and completeness of the submission.