

30 January 2026

FAO Chief Planning Officer
Planning Department
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1BN

Dear Sir/Madam

Re: Wokingham Theatre, Twyford Road, Wokingham, RG40 5TU

**Section 73 application for application ref 242967 in relation to
Conditions no. 4, 5, 6 & 7.**

I am pleased to enclose a discharge of conditions and Section 73 submission for planning permission ref. 242967 approved on 01/05/2025. This submission seeks to discharge condition nos. 4 and 5, and vary the wording of condition nos. 6 and 7 of the decision. The decision notice has been provided for clarity.

Accompanying this submission are the relevant application form, documents, and information.

CONDITION 4: Drainage Details - No development shall take place until full details of the drainage system for the site have been submitted to and approved in writing by the LPA. The details shall include: 1. BRE 365 test results demonstrating that infiltration is achievable. 2. Full calculations demonstrating the performance of soakaways. 3. Groundwater data

confirming seasonal high groundwater levels in the area. 4. A drainage strategy plan indicating the location and sizing of SuDS features, with the base of any SuDS features located at least 1m above the seasonal high water table level. 5. Details demonstrating how any SuDS for this development would be managed throughout the lifespan of the development and who will be responsible for maintenance. Reason: This is to prevent increased flood risk from surface water run-off. Relevant policy: NPPF Section 14 (Meeting the Challenge of Climate Change, Flooding and Coastal Change), Core Strategy policy CP1 and Managing Development Delivery Local Plan policies CC09 and CC10.

A SuDS Design has been prepared by GeoSmart is submitted in regards to this condition. The proposed strategy involves an attenuation tank, permeable paving (non-infiltrating) and rainwater harvesting butts to attenuate the surface water runoff on Site prior to discharge of the nearby surface water sewer via an existing connection. The drainage design drawing can be found in Appendix B of the report which shows the locations and sizing of these features.

CONDITION 5: Protection of trees - a) No development or other operation shall commence on site until an Arboricultural Method Statement and Scheme of Works which provides for the retention and protection of trees, shrubs and hedges growing on or adjacent to the site in accordance with BS5837: 2012 has been submitted to and approved in writing by the local planning authority. No development or other operations shall take place except in complete accordance with the details as so-approved (hereinafter referred to as the Approved Scheme). b) No operations shall commence on site in connection with development hereby approved (including any tree felling, tree pruning, demolition works, soil moving, temporary access construction and or widening or any other operation involving use of motorised vehicles or construction machinery) until the tree protection works required by the Approved Scheme are in place on site. c) No

excavations for services, storage of materials or machinery, parking of vehicles, deposit or excavation of soil or rubble, lighting of fires or disposal of liquids shall take place within an area designated as being fenced off or otherwise protected in the Approved Scheme. d) The fencing or other works which are part of the Approved Scheme shall not be moved or removed, temporarily or otherwise, until all works including external works have been completed and all equipment, machinery and surplus materials removed from the site, unless the prior approval in writing of the local planning authority has first been sought and obtained. Reason: To secure the protection throughout the time that the development is being carried out of trees shrubs or hedges growing within or adjacent to the site which are of amenity value to the area, and to allow for verification by the local planning authority that the necessary measures are in place before development and other works commence Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21.

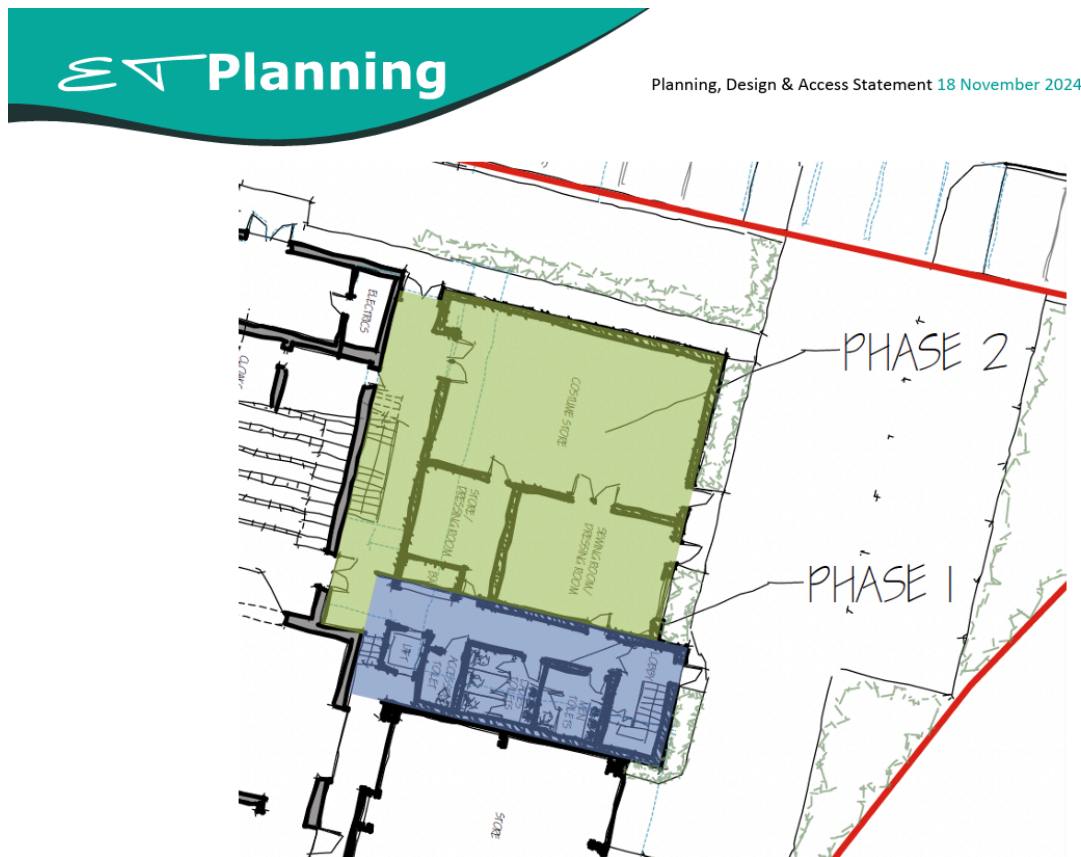
An Arboricultural Method Statement prepared by Landarb Solutions has been submitted with regard to this condition. The Statement confirms that the proposals do not require any tree removals and no works to retained trees. The Statement further outlines that the new car parking area encroaches into 1.47% of the total RPA of T1, it is considered that this encroachment is so minor that it will not impact the tree. In any case, the turf layer in this area is to be carefully scraped back with the car park installed on top of the existing ground level, with an area of green wash indicating this arrangement as shown on the Tree Protection Plan.

A Tree Survey Schedule, Survey Plan and Tree Protection Plan are also attached to the Arboricultural Method Statement as Appendices 1 and 2 respectively.

CONDITION 6: Landscaping - Prior to the first use of the approved extensions, full details of both hard and soft landscape proposals shall be submitted to and approved in writing by the local planning authority. These details shall include, as appropriate, proposed finished floor levels or contours, means of enclosure, car parking layouts, other vehicle and pedestrian access and circulation areas, hard surfacing materials and minor artefacts and structure (e.g. furniture, play equipment, refuse or other storage units, signs, lighting, external services, etc). Soft landscaping details shall include planting plan, specification (including cultivation and other operations associated with plant and grass establishment), schedules of plants, noting species, planting sizes and proposed numbers/densities where appropriate, and implementation timetable. All hard and soft landscape works shall be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a timetable approved in writing by the local planning authority. Any trees or plants which, within a period of five years after planting, are removed, die or become seriously damaged or defective, shall be replaced in the next planting season with others of species, size and number as originally approved and permanently retained. Reason: In the interests of visual amenity. Relevant policy: Core Strategy policy CP3 and Managing Development Delivery Local Plan policies CC03 and TB21 (and TB06 for garden development).

CONDITION 7: Parking to be provided - No part of any building(s) hereby permitted shall be occupied or used until the vehicle parking space has been provided in accordance with the approved plans. The vehicle parking space shall be permanently maintained and remain available for the parking of vehicles at all times. Reason: To ensure adequate on-site parking provision in the interests of highway safety, convenience and amenity. Relevant policy: Core Strategy policies CP3 & CP6 and Managing Development Delivery Local Plan policy CC07.

As highlighted throughout the course of application ref: 242967, the proposed extensions are to be built in two phases to ensure that the building can remain operational whilst retaining safe fire exit routes. Whilst this was presented to the LPA at paragraph 4.4 of the Planning Statement as demonstrated below.



- 4.4 The development has been phased to ensure that the main fire exits for the auditorium can continue to be used as well as the retention of the air con units, ensuring that the theatre can remain open throughout the build process.

However, the wording of conditions 6 and 7 restricts this, stating that '*all hard and soft landscaping works shall be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a timetable approved in writing by the local planning authority*' and '*No part of any building(s) hereby permitted shall be*

occupied or used until the vehicle parking space has been provided in accordance with the approved plans' respectively.

Owing to the siting of the proposed parking area and landscaping proposals, it is not considered that this is achievable given the location of the left fire exit which will be required to be fully operational whilst the theatre is in use. Accordingly, phase 1 of the building consists of building the toilet block, throughout this phase the fire exit would see members turning sharp left out of the auditorium. Whilst no shows are occurring, and the fire exit will not be required, the toilet block will be connected to the main auditorium and throughout this time members will be guided through the toilet block in the event of a fire. Following this, works can be commenced on phase 2 of the application.

The applicant has prepared a guidance document with illustrative mapping and an associated explanation to explain this in further detail, this is submitted alongside this application. Furthermore, submitted alongside this application are elevational drawings demonstrating how phase 1 will stand prior to phase 2 construction.

The wording of condition 6 does demonstrate some degree of flexibility through the phrase "or in accordance with a timetable approved in writing by the local planning authority", it is therefore suggested that this timetable allows for the construction and use of the toilet block for the purposes of a fire exit escape route only, prior to the completion of the proposed hard and soft landscaping works. It is suggested that the trigger for complying with this condition could be updated to the effect of "to be completed in the first planting season following occupation of the building". The applicant is willing to enter discussions with the LPA as to the exact trigger proposed.

The wording of Condition 7 has a similar practical effect in that it requires the approved parking spaces to be fully provided prior to the occupation of

any part of the building. This requirement does not reflect the phased nature of the development, which has been specifically designed to ensure that the theatre can remain operational throughout construction by maintaining compliant fire escape routes at all times.

As set out in the submitted Fire Escape Routes document, the development is proposed to be carried out in two phases in order to maintain the left-hand fire escape route from the auditorium during periods when the theatre is open to the public. The ability to keep the theatre operational is critical to the ongoing viability of the organisation, which relies on regular performances to maintain income and audience numbers.

The applicant has no objection to relocating the gated entrance at the commencement of works and undertaking preparatory works to the parking area, including the laying of additional hardcore to improve ground stability in the area proposed for parking. This would allow the area to be used safely and effectively for parking during the construction period.

However, the applicant considers that requiring the parking spaces to be completed to their final approved specification at this early stage would be impractical. Any permanent surfacing would be highly likely to be damaged by construction traffic and equipment associated with the phased build process, resulting in unnecessary and avoidable abortive works.

The applicant is therefore seeking a relaxation of Condition 7 to allow the parking area to be improved and made usable for parking purposes during the construction phase, without requiring completion of the final surface treatment until building works have been substantially completed. This would ensure that adequate parking provision is available at all times, while also supporting the phased construction strategy necessary to maintain safe fire escape routes and continued operation of the theatre.

The applicant is content for the parking spaces to be completed in full accordance with the approved plans following completion of the construction works and prior to the full occupation of the development, and is willing to agree an amended trigger with the Local Planning Authority to secure this.

Conclusion

The submitted details are found to satisfy the requirements of conditions no. 4 (Drainage Details) and 5 (Tree Protection) and provides a justification surrounding the re-wording of conditions no. 6 (Landscaping) and 7 (Parking Provision) of the decision application ref: 242967.

It is therefore respectfully requested that these conditions be discharged and wording altered, allowing the permission to proceed.

Should you have any questions on matters raised throughout this letter, please don't hesitate to let me know.

Yours Sincerely,

Holly Goulding BSc (Hons)

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