



**WOKINGHAM
BOROUGH COUNCIL**

Wokingham Borough Council
Planning Services
PO Box 157, Civic Offices, Shute End
Wokingham, Berkshire
RG40 1WR
email: development.control@wokingham.gov.uk
Phone: 0118 974 6000

Application for a Lawful Development Certificate for an Existing Use or Operation or Activity,
including those in breach of a planning condition

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.

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

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mrs

First name

Jackie

Surname

Chard

Company Name

Jackie Chards Childcare

Address

Address line 1

Brook Farm

Address line 2

Barkham Street

Address line 3

Town/City

Barkham

County

Wokingham

Country

United Kingdom

Postcode

RG40 4PH

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

**** REDACTED ****

Fax number

Email address

**** REDACTED ****

Reason for Lawful Development Certificate

Please indicate why you are applying for a lawful development certificate

- ☒ An existing use
☐ Existing building works
☐ An existing use, building work or activity in breach of a condition

Being a use, building works or activity which is still going on at the date of this application.

If Yes, to either 'an existing use' or 'an existing use in breach of a condition', please select the relevant Use Class.

E(f) - Creche, day nursery or day centre - Except where including a residential use

Description of Existing Use, Building Works or Activity

Please fully describe each existing use, building works or activity for which you want the lawful development certificate. Where appropriate, show to which part of the land each use, building works or activity relates

The area outlined in red has and is being used for my childcare business. It has been used in this way for 21 years it started as childminding and has expanded to childcare on domestic premises. it is registered with ofsted as Childcare on domestic premises along with being a childminder. I am on both registers with ofsted. EY564486 and EY285285 there's dates of being registered on my certificates. EY285285 = 15th July 2004 also EY546486= 12th may 2017

As a childminder I expanded into log cabins with assistants working alongside of me helping to deliver childcare and government funding hours to families within the community around us. You were allowed at the time 2 assistants aswell as yourself the childminder, working together before needing to register as childcare on domestic premises. As soon as I had 3 it was then EY546486 aswell as EY285285

We as a family have rented Brook farm from Wokingham borough council for 26 years and recently in march 2025 have been able to purchase the total outlined blue and red areas on the map.

Within the contract from Wokingham borough council it stated information about the farmhouse and garden and outbuildings being used for Jackie chards (wife of mr chard) childminding enterprise.

Grounds for application for a Lawful Development Certificate

Under what grounds is the certificate being sought

Where the use, building works or activity began **before 25 April 2024**

- ☒ The use began more than 10 years before the date of this application
- ☐ The use, building works or activity in breach of condition began more than 10 years before the date of this application
- ☐ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years
- ☐ The building works (for instance, building or engineering works) were substantially completed more than four years before the date of this application.
- ☐ The change of use to use as a single dwelling house began more than four years before the date of this application.
- ☐ Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

Where the use, building works or activity began on or after 25 April 2024

- ☐ The use, building works or activity began more than 10 years before the date of this application.
- ☐ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years.
- ☐ Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

Is the certificate being sought for a use, operation, or activity in breach of a condition or limitation?

- ☐ Yes
- ☒ No

Please state why a Lawful Development Certificate should be granted

The certificate should be granted as the use provides quality childcare for many parents within our community with young families. Jackie chards childcare supports the government funded hours, these are available to all families that attend who are eligible for the funding. The use provides jobs for qualified, unqualified practitioners and apprentices who are learning and being supported for a childcare qualification. Jackie chards childcare has been around and supporting all these aspects for 21 years we are very well known and it's mainly through recommendation that we have a full register supporting many families for parents to work. Also providing an educational foundation for children to learn and become confident children ready for school.

Information in support of a Lawful Development Certificate

When was the use or activity begun, or the building works substantially completed (date must be pre-application submission)?

15-07-2004

In the case of an existing use or activity in breach of conditions has there been any interruption?

- ☐ Yes
- ☒ No

In the case of an existing use of land, has there been any material change of use of the land since the start of the use for which a certificate is sought?

- ☒ Yes
- ☐ No

If Yes, please provide details

There are log cabins which are within the site map already that are the rooms where childcare is provided for families.

Residential Information

Does the application for a certificate relate to a residential use where the number of residential units has changed?

☐ Yes

☒ No

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?

☐ The agent

☒ The applicant

☐ Other person

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 (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

Date (must be pre-application submission)

23/07/2025

Details of the pre-application advice received

There was a pre app submission for a change to the family home on Brook Farm site, within the pre application advice response letter received from Connie about the pre application it has a paragraph named other matters - where connie has stated that there is self contained buildings with team members so this has a degree of attachment from the house therefore this should look to be regularised through a certificate of lawfulness if its considered immune from enforcement action for the required time period.
Therefore on gaining this advice and thinking about this information I have attended to this advice straight away.

Interest in the Land

Interest in the Land

Please state the applicant's interest in the land

- ☒ Owner
☐ Lessee
☐ Occupier
☐ Other

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

Declaration

I/We hereby apply for Lawful development: Existing use as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Jackie Chard

Date

30/07/2025