

Date: 8 July 2026
Application: 261606



**WOKINGHAM
BOROUGH COUNCIL**

WBC Highways

Development Management &
Compliance

P.O. Box 157

Shute End, Wokingham

Berkshire, RG40 1BN

Tel: (0118) 974 6000

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Dear WBC Highways,

Householder Consultation

Application Number: 261606

Applicant: Mr & Mrs O Gouveia

Site Address: 11 Purfield Drive, Wargrave, Wokingham, RG10 8AP

Parish: Wargrave

Grid Reference: Easting - 479093, Northing - 178732

Type of Development: Other Householder

Proposal: Householder application for the proposed garage conversion, raising of roof and 1no. rooflight.

Case Officer: Kellen Hamilton

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 261606. Alternatively, public documents are available to view on the Council's planning application search page: [Wokingham Borough Council Online Planning](#).

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **29 July 2026**.

Yours sincerely,
Development Management & Compliance

MEMORANDUM

From:	JP [SC]		
Service	WBC Highways	App No:	261606
Address:	11 Purfield Drive, Wargrave, Wokingham, RG10 8AP.		
Proposal:	Householder application for the proposed garage conversion, raising of roof and 1no. rooflight.		
Type of Development:	Other Householder		
Site Visit Made:	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

This application is a householder application for the proposed garage conversion, raising of roof and 1 no. rooflight.

The application proposes to convert the existing garage to a utility room and a study for one additional habitable room. It is unclear if the raising of roof will result in additional numbers of habitable rooms and the floor plan of 1/F cannot be identified from WBC or other online resources. Therefore, the total numbers of habitable rooms cannot be determined. Those details shall be clarified.

Access

WBC Highways understand that the driveway arrangements shown in the block plan unlikely reflect what is currently provided. The applicant shall clarify any difference on the existing and proposed arrangements for dropped crossing, driveway and boundary treatment on the plan.

If the access position or width proposed is to be amended, then a plan with visibility splays would be required. Purfield Drive is subject to a 30-mph speed limit which requires visibility splays of 2.4m x 43m to be achieved to the nearside edge of the carriageway in both directions, in accordance with MfS. The sightlines shall be across land within the applicant's control or highway land and shall be clear of obstructions to visibility exceeding 0.6m in height.

Separate consent will be required from the TM team for the proposed width and location of the new dropped crossing.

Parking

The width of the existing garage is 2.57m, this is below the WBC standard of 3m and therefore this would not count towards the existing parking provision for the dwelling, therefore converting the garage would not result in the loss of a parking space.

WBC standards require 3 parking spaces for a dwelling with 7 or more habitable rooms. Whilst three driveway spaces are shown on the provided plan, they are shown a 2.4 x 4.8m in size. WBC standards required to be 2.5m x 5.0m to meet WBC minimum standards. Confirmation of the driveway arrangements with parking spaces conforming to WBC standards is required.

Cycle Parking

Although cycle parking within the garage from the shed would be removed under the proposals, direct access to the rear garden is maintained and therefore there is no objection from a cycle parking perspective.

Conditions & Reasons (if required)

Date:	20/7/26	Signed:	JP [SC]
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