

## Highway Response

Site: 31 Barkham Ride, Barkham  
Prepared by: DM  
Approved by: DM  
Date: 12 November 2025

**motion**  
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### 1.0 Response to Comments Raised

- 1.1 This Highways Technical Note has been prepared by Motion in response to highway comments issued in relation to a proposed development for additional mobile homes at 31 Barkham Ride, Wokingham.
- 1.2 The Application has been put forward for a full application (Wokingham Borough Council reference: 250267) of which further information has been requested by the highways case officer. This Highways Technical Note has been prepared to provide further information on related highways matters.
- 1.3 It must be reiterated that the layout for a mobile home park is different to that of a traditional housing estate layout. The proposed park home layout has been designed to meet the park license requirements, which stipulate how mobile homes are positioned as well as wider layout aspects. This is a pertinent point, whilst it is also key to appreciate that whilst residents may own their mobile home, they are bound by any rules and regulations on the wider park which is not the same as traditional housing estates.
- 1.4 This park will be constructed in a manner so as to minimise the impact not only on existing residents in the existing park homes to the east, but aid in siting the new mobile homes.
- 1.5 The existing Park has operated for four years with no issues due in part to the management of the park, which will continue with the new homes. This is in essence an extension of an existing mobile home park, and not a new park in its own right.
- 1.6 In respect of visitor car parking, the highway officer has stated the following:  
*"The latest HTN proposes to include 5 visitor parking spaces to the west of the community centre and main access road. The applicant is required to clarify if the Point 2 remains relevant in this revision. If not, there will be a shortfall of one visitor parking space."*
- 1.7 The architect's layout plan illustrates six visitor spaces to the west of the community centre, which adheres to standards. A copy of the layout plan is attached as **Appendix A**.
- 1.8 In respect of vehicle routing within the park, the highway officer has stated the following:  
*"The applicant has confirmed the internal access roads will serve one-way traffic, which is welcomed. However, it is noted that the submitted swept paths in Appendix B of HTN and Appendix B of CMS (clockwise) are in opposite direction to the proposed one-way traffic (anticlockwise), which is unacceptable. Revision is required."*
- 1.9 Revised swept path drawings showing anti-clockwise movements are now attached to both the revised Construction Method Statement (CMS) and attached to this note as **Appendix B**.
- 1.10 In respect of the internal road layout, the highway officer has stated the following:  
*"In view of the nature of a full planning application, the applicant is also expected to provide the detailed design of internal access roads, including all necessary road markings and signages in this proposal. The applicant is expected to submit the details in a separated drawing."*
- 1.11 A drawing illustrating carriageway widths as well as road markings/signage is attached as **Appendix C**. It is envisaged that this will form the basis of any measures when the park is built-out.
- 1.12 In respect of delivery and servicing arrangements, the highway officer has stated the following:

*"... the applicant will be expected to submit an enforceable delivery servicing management plan to restrict residential delivery."*

- 1.13 A Servicing Management Plan is attached as **Appendix D**. It must be noted that the proposed mobile home park is intended to operate in an identical manner to the existing mobile home park to the east. Currently residents are aware when they move in that they are not permitted to arrange deliveries using larger HGVs and must liaise with the park manager to arrange deliveries. The proposed park is in effect an extension of the existing park and will operate in an identical manner. This has never been an issue for the existing park, and therefore there is no reason to think that it would be an issue for the proposed mobile home park.
- 1.14 To further reinforce the controlled access to the mobile home park, the current park owner seeks to ensure the gate to the park is closed from 7pm to 7am. Residents have fobs and there is a button that can be used to open the gates. The park management is seeking to trial a scheme whereby the gates are closed at all times so that residents use their fobs during the day. Delivery companies will need to call the resident to ask for the gate to be opened. This is to offer greater security during the day and stopping cold calling. The button on the gate will remain for emergencies.
- 1.15 Signage will be located at the park access making it explicitly clear that no HGVs will be permitted within the mobile home park. This will aid in alerting companies that this is a permanent restriction to access.
- 1.16 In respect of vehicle tracking, the highway officer has stated the following:  
  
*"It is relevant to note that proposed Drawing No. 2301002-TK104 (dated 12th September 2025) will have overran the driveway of a park home of the wider site. The applicant will likely have to reposition Plot 18 to facilitate the manoeuvring."*  
  
*Similarly, Drawing No. 2301002-TK003 (Rev. B) indicates that the large saloon car will require to encroach the proposed grass area for manoeuvring."*
- 1.17 Revised drawings are attached as **Appendix E** showing the tracking no longer conflicts with the driveway of respective park homes. This includes an amended drawing showing the large car avoiding any vegetation, whilst rotating the tracking previously shown in TK104 to travel anti-clockwise ensures that there is no encroachment over any park home driveways.
- 1.18 In respect of delivering the mobile homes, the highway officer has stated the following:  
  
*"Appendix C suggests that the mobile home unit will be delivered in two halves and some of the mobile home units will be transported by the 16.5m long articulated vehicles, then being towed into the final position using a 4x4 vehicle. This is not consistent with the proposed vehicle activity details in Section 5.0 and swept path analysis submitted in Appendix B."*
- 1.19 The above is not entirely correct. Whilst tracking in the CMS shows a rigid vehicle within the park, this reflects the fact that some smaller mobile homes will be delivered via a rigid vehicle, alongside other materials. However the CMS does also show the swept path of an articulated HGV accessing and departing the park.  
  
*"The applicant will be expected to submit the swept path for a 4 x 4 vehicle towing the mobile home."*
- 1.20 There is no vehicle in the AutoTrack or AutoTurn library showing a 4x4 vehicle towing a mobile home. The reality is that the scheme will be built out from the rear of the park to the front, meaning that at no point will mobile homes need to be towed between mobile homes that are already in place. Therefore the 4x4 vehicle will have ample space to navigate on what would be a blank canvas to move the mobile home into position.  
  
*"While Drawing No. 2401002-TK105 has demonstrated the swept path for the proposed articulated vehicle leaving the site, the Highways are unable to identify how and where the turning movement of the articulated vehicle will be carried out with the submitted swept path. Revision is required."*
- 1.21 The above is not correct. The swept path drawing shows the articulated HGV reversing into the park through support from banksmen, at which point it would stop along the central spine road to unload and be relocated into position. The use of a HGV reversing into the park through banksmen is identical to how every existing

mobile home was delivered to the park. They will deliver at a quiet time of day for minimal disruption. The drawing has been amended to show the inbound and outbound tracking separately for clarity.

- 1.22 As included within the separate CMS, confirmation has been provided by the appointed contractor who would deliver the mobile homes that a suitable process can be implemented to ensure the safety of other highway users. This is as per the detail attached as **Appendix F**.

*"Given the proposed access road is shared with the wider site with existing residents, it is unacceptable for the articulated vehicle to stop and unload adjacent to Plot 29. Meanwhile, given the proposed width of the access road, an articulated vehicle and a large car can unlikely pass each other."*

- 1.23 The current mobile home park is run entirely by the existing park owner, who owns the freehold of the park. The mobile homes are owned by the residents. Therefore they must adhere to any management requirements. Existing residents will be made aware of the need to deliver new mobile homes, and that the central spine road would be used to unload mobile homes at specific time periods. This will mean that residents will be required to either avoid travelling at this short period of time (circa 30 minutes) or indeed simply use the circulatory one-way system already in operation for the existing park. No existing mobile homes would be blocked from accessing their property, which is aided by the circulatory road network meaning that there would never be an obstruction even when HGVs are unloading.

*"The swept path has not justified that the articulate vehicle can loading/unloading the mobile homes without obstructing the shared drive and not causing safety concerns. The applicant is required to indicate the loading/unloading area on the construction site plan in this proposal."*

- 1.24 As per the above commentary, a clear location is provided for HGVs unloading within the park. The layout of the existing park is such that at no point would any mobile homes be obstructed. Residents will be alerted in advance when a delivery is occurring. There will be a limited number of HGV deliveries, and these will be spread out across a period of time meaning that any delay will be limited. This is highlighted on the overlay below, which shows how residents will have access to their property.



Figure 1 – Unloading Area and Route Around Central Spine

- 1.25 Based on the above, there is ample space for existing residents to navigate around a stationary HGV should they seek to leave the park whilst unloading is taking place.

## **Appendix A**

Architect's Layout







## Appendix B

### Anti-Clockwise Swept Path Analysis

C:\Users\AGilbert\Motion\StaffSite - A1bark 2301002\Drawings\2301002-TK104, TK003C, TK105.dwg



Path (um)



pond

Co Const & Ward Bdy

8

Office

Rook's  
Nest  
Farm

CR

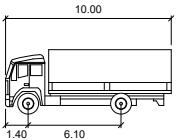
24

0 20 40 60 80m

SCALE IN METRES  
1:1000

#### Notes

1. All levels and dimensions to be checked on site before any work commences. All dimensions in metres unless stated otherwise.
2. This drawing is based on OS mapping and Motion cannot guarantee the accuracy of the data.



LRIGID

Width	: 2.50
Track	: 2.47
Lock to Lock Time	: 6.0
Steering Angle	: 37.6

A	Updated Swept Path	AG	DM	DM	07/11/2025
-	First Issue	GL	DM	DM	12/09/2025
Rev.	Description	Drm	Chk	App	Date

Drawing Status:

**FOR PLANNING**  
NOT FOR CONSTRUCTION

**motion**

Guildford - Reading - London  
[www.motion.co.uk](http://www.motion.co.uk)

Client:

A1 Roberts Properties

Project:

Barkham Road

Title:

Construction Site Setup  
Swept Path Analysis  
Rigid

Scale: 1:1000 (@ A3)

Drawing:

2301002-TK104

Revision:

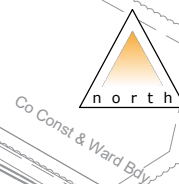
A



## Appendix C

Details of Road Layout/Signage



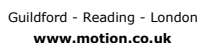


## Rook's Nest

CR

Drawing Status:

Client:  
**A1 Roberts Properties**



Revision:



## **Appendix D**

### Servicing Management Plan



## Servicing Management Plan

Site: 31 Barkham Ride, Barkham  
Prepared by: DM  
Approved by: DM  
Date: 12 November 2025

**motion**  
84 North Street  
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www.motion.co.uk

### 1.0 Servicing Management

- 1.1 The purpose of the Servicing Management Plan is to ensure that delivery and servicing activity associated with the proposed mobile homes can take place in a safe, efficient and sustainable manner. The Servicing Management Plan will be issued to residents and will inform them of the appropriate measures, including scheduling deliveries outside of the network peak hours where practicable and encouragement to synchronise deliveries where appropriate.
- 1.2 It will also alert residents to the fact that they are not permitted to order goods using larger HGV's. All deliveries will only be permitted via smaller LGVS, which mirrors the existing arrangement for the existing mobile homes to the east. Currently residents are aware that they are not permitted to order goods using larger HGVs under any circumstances.

#### Service Vehicle Access

- 1.3 Delivery vehicles will momentarily park adjacent to the respective mobile home to undertake any loading/unloading activities. Alternatively if possible, they will make use of the dedicated hardstanding for each home.
- 1.4 As delivery vehicles will be stationary for a very brief period of time, this will not cause an obstruction to passing vehicle movement.
- 1.5 Refuse collection vehicles will be undertaken via a smaller vehicle operated by the council, as is the case for the existing mobile home park to the east. All residents will be provided with suitable refuse bins upon moving into the park, with the potential for replacements should the need arise. Residents will be made aware of the protocol upon moving into their home.

#### Use of Gate at Entrance

- 1.6 The current park owner seeks to ensure the gate to the park is closed from 7pm to 7am. Residents have fobs and there is a button that can be used to open the gates. The park management is seeking to trial a scheme whereby the gates are closed all the time so that residents use their fobs during the day. Deliveries will need to call the resident to ask for the gate to be opened. This is to offer greater security during the day and stopping cold calling. The button on the gate will remain for emergencies.
- 1.7 The closure of the gate during the day alongside signage alerting drivers to a restriction on HGV access will aid in ensuring that no access for larger vehicles will be possible.

#### Servicing Management Strategy

- 1.8 In order to enforce the delivery and servicing strategy of the park, the following measures will be introduced:
- ▶ Delivery Scheduling: Residents will be encouraged to schedule routine deliveries outside of the network peak hours where practicable;
  - ▶ Synchronising Deliveries: Where appropriate, residents will be encouraged to synchronise deliveries from common suppliers with other residents within the park. This will assist in reducing the number of deliveries to the park whilst simultaneously reducing the economic and environmental costs associated with goods vehicle deliveries;

- ▶ Enforcement: If a driver does not comply with the delivery access restrictions (as witnessed by Estate Management or residents) the supplier will be informed of the vehicle registration;
- ▶ Accommodating Special Deliveries: Any special deliveries to the park such as oversized items will not be permitted within the park via large HGV vehicles. Residents will make the supplier aware that no HGVs of 10 metres in length and above are permitted within the park and that deliveries must be made by smaller vehicles;
- ▶ The delivery time and duration will be negotiated with the Estate Management office to minimise the impact upon the routine daily servicing requirements of the development. Out of peak deliveries will be encouraged for such deliveries where possible; and
- ▶ Considerate servicing during the nighttime periods to minimise transfer of noise to nearby buildings and residential areas.

## 2.0 Management and Communication Strategy

### Management and Communication

- 2.1 The Servicing Management Plan will issued to the residents of the park, who will bear the responsibility of the measures regarding the Delivery and Servicing Management upon signing the tenancy. Overall control will be held by the owner of the park, who ultimately owns the freehold of the park whilst residents only own their mobile homes themselves.
- 2.2 The person responsible for management of this Plan is as follows:
  - ▶ Name = Tommy Roberts
  - ▶ Email address = [a1robertsproperties@gmail.com](mailto:a1robertsproperties@gmail.com)
  - ▶ Contact number = 01189 730 999

### Monitoring

- 2.3 The Delivery and Servicing Management Plan will be closely monitored in order to determine its efficiency and highlight any potential changes to Delivery and Servicing regime that would ultimately benefit the occupiers of the park.
- 2.4 Observations will occur in order to observe loading/unloading activity first-hand and gain an understanding of where delivery drivers tend to park vehicles to exercise said load/unloading activity.

### Review

- 2.5 Upon receipt of the necessary information, it is the onus of the park management team to determine particular trends and pattern in deliveries. This gives park management an opportunity to deliver more efficient delivery and servicing activities in the future.
- 2.6 The outcome and conclusions of the review will be communicated by the park management team to the individual occupiers of the mobile homes.



## **Appendix E**

### Revised Car Swept Path Analysis

C:\Users\AGilbert\Motion\StaffSite - A1bark 2301002\Drawings\2301002-TK104, TK003C, TK105.dwg



- Notes
1. All levels and dimensions to be checked on site before any work commences. All dimensions in metres unless stated otherwise.
  2. This drawing is based on OS mapping and Motion cannot guarantee the accuracy of the data.
  3. Motion accepts no liability for any vehicle specification errors or inaccuracies within the vehicle tracking software used / or it's vehicle libraries. The vehicles speeds used for the analysis are as follows: forward 6 mph / reversing 6 mph.

Legend

SDV

	metres
Width	: 1.80
Track	: 1.80
Lock to Lock Time	: 6.0
Steering Angle	: 37.8

D	Updated Swept Paths	AG	DM	DM	07/11/2025
C	Updated Tracking	GL	DM	DM	21/08/2025
B	Third Issue	GL	DM	DM	26/06/2025
A	Second Issue	GL	DM	DM	29/01/2025
-	First Issue	GL	DM	DM	20/12/2024
Rev.	Description	Drm	Chk	App	Date

Drawing Status:

**FOR PLANNING**  
NOT FOR CONSTRUCTION



Client:  
**A1 Roberts Properties**

Project:  
**Barkham Road**

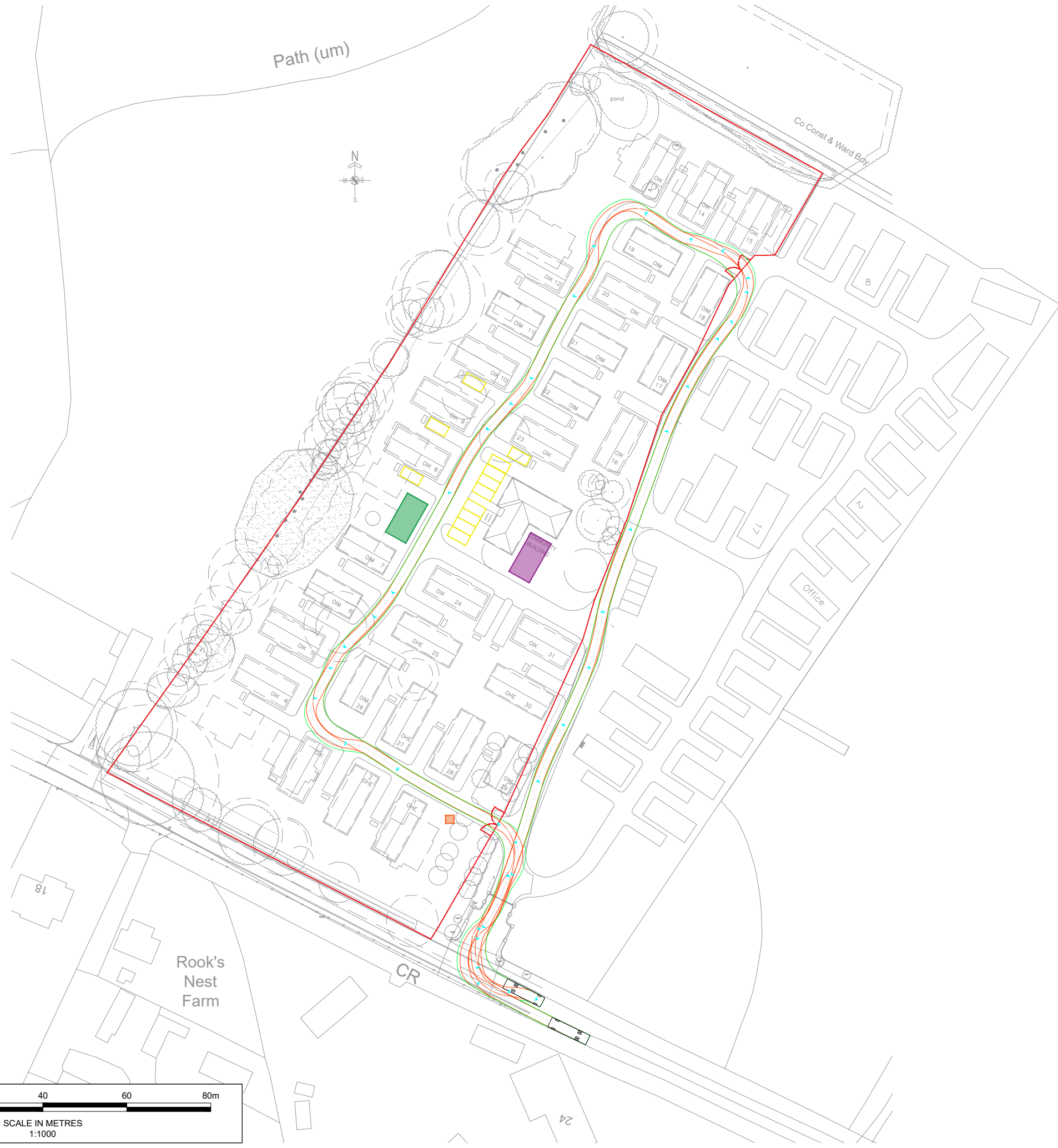
Title:  
**Swept Path Analysis  
Car**

Scale: 1:200 (@ A3)

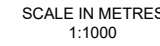
Drawing:  
**2301002-TK003**

Revision:  
**D**





24



Drawing:	Revision:
2301002-TK104	A

## **Appendix F**

Information from Contractor



**Subject:** FW: Delivery & Siting Process – Victoria Gardens

----- Forwarded message -----

**From:** Transport Boxhill Caravans <[Transport@boxhillcaravans.co.uk](mailto:Transport@boxhillcaravans.co.uk)>

**Date:** Tue, 23 Sep 2025 at 12:59

**Subject:** Delivery & Siting Process – Victoria Gardens

**To:**

**Cc:** Boxhill Caravans <[boxhill@boxhillcaravans.co.uk](mailto:boxhill@boxhillcaravans.co.uk)>

Hi Tommy

I hope you're well.

To confirm the process for the delivery and siting of the new units at Victoria Gardens should planning permission be forthcoming, will be handled entirely by Boxhill Caravans Ltd, as with the previous phase.

Each unit will be collected in two halves from the manufacturer, Omar, and transported to site by our team using either articulated lorries or large rigid vehicles, depending on access and scheduling. We will coordinate all traffic management and escort requirements as needed to ensure safe and compliant delivery to site.

On arrival at Victoria Gardens, our drivers will reverse the vehicle into position, with the full assistance of a banksman. The banksman will be responsible for managing the manoeuvre safely, guiding the driver, and ensuring the surrounding area is clear at all times.

Once the units are unloaded, the delivery vehicle will exit the site. The units (delivered on wheels) will then be towed into final position using a 4x4 vehicle, operated by our team. We will then assemble and site the unit in its final location, ensuring it is fully positioned and joined to specification.

As you know, Boxhill Caravans Ltd carried out the delivery and siting of the first phase at Victoria Gardens (25 units), we would be pleased to continue with this next stage.

Our team is experienced and committed to delivering a professional, efficient service throughout.

If you have any questions or specific site requirements ahead of delivery, please don't hesitate to get in touch.

Many thanks

**Samantha Demianow**

**Transport Manager**

## Boxhill Caravans Ltd

Old Kiln Farm, Coles Lane, Capel, Dorking RH5 5HS

Tel: 01306 712862



Members of:

**LOGISTICS UK**



