APPLICATION NO:
F/2001/5202 ✓

LOCATION:
Brookside Business Centre Church Road, Swallowfield Reading.

APPLICANT:
Lonsdale Services Ltd C/O Mr R Skinner

PROPOSAL:
Proposed alterations to roof of building.

EARLIEST DATE FOR DECISION: **08/12/2001**

APPLICATION WILL HAVE EXPIRED ON:
25/12/2001

CASE OFFICER: **Elaine Vashi**

Natalie Brown
APPROVED
No 088 02.01.02 SV

310
00

RAILEX
Marbleboard

EASIFILE EP7

(NAB)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Lonsdale Services Ltd
C/O Mr R Skinner
25 Oxenden Road
Tongham
Farnham
Surrey
GU10 1AR

Application Number: F/2001/5202

Parish: **SWALLOWFIELD**

Location: **Brookside Business Centre, Church Road, Swallowfield, Reading.**

Proposal: **Proposed alterations to roof of building.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. All new works and works of making good to the retained fabric shall be finished to match in size, colour, texture and profile those of the existing building.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. To ensure that the external appearance of the building is satisfactory.

Informative

1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policy C2.
Loddon Area Local Plan Policies LTV2, LBE1 and LBE2.
Deposit Draft Wokingham District Local Plan Policies WOS3, WCC1 and WRE4.



Anna Cronin
Head of Planning & Transportation
Date: 24/12/2001

Notice checked by: _____

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

WORK SHEET FOR : Elaine Vashi N.B.

Application Number : F/2001/5202

Applicant : Lonsdale Services Ltd C/O Mr R Skinner.

Location : Brookside Business Centre, Church Road, Swallowfield, Reading.

Proposal : Proposed alterations to roof of building.

Site Notice Displayed ? :	YES	NO	DATE
	✓		9/12

Date of Neighbour Notifications : .....

Date of Site Visit : 4/12

Date Registered : 30/10/2001

Earliest Date for Decision : 08/12/2001

Latest Consultation Date/Site Notice Expiry Date : 08/12/2001

This application will have expired on: 25/12/2001. You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :
Swallowfield PC : considers effect on vicinity + neighbouring c'sides will be minimal, ∴ no objection.

Planning Issues : flood zone
rural c'side

Application Number: F/2001/5202

Appraisal :

See attached sheet

Recomendation : Approval: ☐ **Refusal:** ☐
(tick appropriate box)

Application Number F/2001/5202
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
	C001	R001	
	C014	R014	

RECORD OF SITE VISIT

SITE ADDRESS: Brookside Business Centre Church Road Swallowfield Reading.

APPLICATION NUMBER: F/2001/5202

OFFICER: Elaine Vashi

DATE OF SITE VISIT: 4/12

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes - by signage to business centre at entrance

2. DESCRIPTION OF SURROUNDINGS
Rural. Business park - 10 units, Nursery garden + fields on 2 sides.

3. DESCRIPTION OF SITE/BUILDING
Brick built business units with corrug roof - twin gables → valley gutter in middle → proposed roof over

4. RELATIONSHIP TO ADJOINING PROPERTIES
detached.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING allocated parking for units + visitors

LEVELS

BOUNDARY TREATMENT wall + conifers with Brookside cottage
wall with garden nursery
fencing with tenants

OTHERS

Application Number: F/2001/5202 – Brookside Business Centre

Appraisal:
Development
For alterations to the roof.

The site is a detached brick built business unit with a corrugated roof. The front and rear elevations are twin gabled, resulting in a valley gutter running down the middle of the building.

The current overall height of the building is 2.6m, with the proposed valley infill would result in a 0.2m increase to 2.8m.

The site is located within a rural area and is within a flood zone.

1. Impact upon neighbouring properties
   The site is a detached building located to the front of a garden nursery. The site is enclosed by a wall (and conifers with Brookside Cottage) and so the 0.2m increase in height is considered to have no adverse effects upon the amenities of the neighbouring occupiers.

2. Impact upon the character of the area
   Due to the fact that there would only an increase of 0.2m, with a shallow pitch, it is not considered that there would be any adverse impact upon the open character of the area.

   (NB: the proposed development would only raise the height the existing building, and not increase the footprint into the flood zone).

Approval: ✓ ~~**Refusal:**~~

Tel: (0118) 974 ~~6451~~ 6492

Date: 13 December 2001

My ref: F/2001/5202

CONFIDENTIAL

Councillor D Beatty
The Lieutenants Cottage
Three Mile Cross
Reading
RG7 1AP

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2001/5202
Brookside Business Centre, Church Road, Swallowfield, Reading.
Proposed alterations to roof of building.

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact ~~Elaine Vashi~~ Natalie Brown on **(0118) 974 ~~6451~~ 6492**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 24 December 2001

Yours faithfully

Principal Development Control Officer

LISTING FORM

Case officer: **Elaine Vashi** Application Number: **F/2001/5202**
Brookside Business Centre, Church Road, Swallowfield, Reading.
Proposed alterations to roof of building.

Transfer: Yes ☐ No ☐
Reason for Transfer:

Signed: _____ Date: _____

Councillor D Beatty

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Sent

WOKINGHAM D.C. DEVELOPMENT CONTROL

(P) 2 x PRE-APPS (+) ATTACHED

103/104

Start date:	30 OCT 2001
Officer: EC	Application No. F 2001/5202

Map No. ..... Site ...024.....

Easting: ..... Flood Pln .....

Northing: ..... Mineral .....

Level: ☐ Sub Committee ☑ Delegated ☐ Sec. State

☐ Incorrect Fee ☐ Invalid ☐ PD

Description:

(F.) PROPOSED ALTERATIONS TO ROOF OF BUILDING

Location: BROOKSIDE BUSINESS CENTRE, CHURCH ROAD

Parish: SWALLOWFIELD Ward: Swallowfield 13.11.01 TB.

Applicant: LONSDALE SERVICES LTD

Fee (S) Received 95-00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties			
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required .....

Date Site Notice Sent : 13.11.01 B Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees .....
Conservation Officer .....
Environmental Health .....
Housing .....
Leisure & Cultural services .....
Public Rights of Way .....
Property .....
District Secretary (only if called in by SOS) .....
Policy & Plans .....
Strategic Planning (JSPU) .....
Minerals (INTERNAL) .....
Archaeological Site (BABTIE) : .....
Education .....
Social Services .....
Highways .....

EXTERNAL CONSULTATIONS

Adjacent D P A : .....
Adjacent Parish : .....
Southern Electricity Board .....
British Gas .....
PSA Oil Pipeline .....
Transco : .....
Environment Agency Flood Zone .....

Rail Track .....
Police Arch. Liaison Officer .....

HERITAGE BODIES

The Georgian Group .....
Ancient Monuments Society .....
Council for British Arch. .....
RCHME .....
Telecommunications (NRPB) : .....
Sport England : .....

OTHERS: (Rural Area Countryside)
.....
.....
.....2 x pre apps attached.....

NEIGHBOURS:

.....SI N+ see map.....

SWALLOWFIELD PARISH COUNCIL
PENTON COTTAGE
SWALLOWFIELD STREET, SWALLOWFIELD
READING, BERKS, RG7 1QX
Tel: 0118 988 5929 Fax: 0118 988 6443
email: clerk@swallowfieldpc.gov.uk

PLANNING SERVICES | HPT
POL | TLS
DC | RHF
APP |
CS |
0 3 NOV 2001
COPIES TO: | ACK
FILE

30/11/2001

FAXED AND POSTED

Planning Dept.,
P.O. Box 157,
Wokingham District Council,
Shute End,
Wokingham,
Berks. RG40 1WR

Dear Sirs,

Application Number: F/2001/5202
Location: Brookside Business Centre, Church Road, Swallowfield
Proposal: Proposed alterations to roof of building
Case Officer: Elaine Vashi

The Parish Council notes that:-

a) The footprint of the building will not be increased.
b) The increase in the ridge height is only approximately 200mm.
c) Due to the shape of the proposed roof the increased height is unlikely to be particularly visible except when viewing the structure from the ends of the building.

For the above reasons the Parish Council considers that the effect on the vicinity and neighbouring countryside will be minimal, and consequently the Parish Council has no objection to this proposal.

The Parish Council notes that the Applicant's address has not been provided in the planning application. Presumably the District Council is content with this omission.

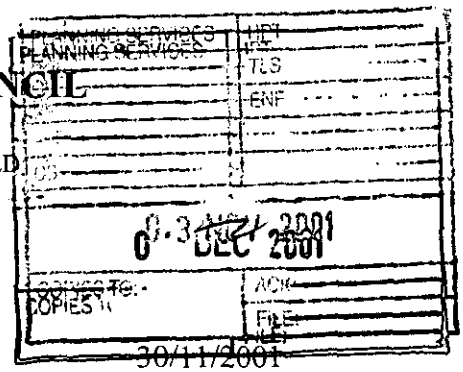
Yours faithfully,

C Adams

Mrs. C. Adams, Clerk

30.Nov. 2001 16:06 SWALLOWFIELD PARISH COUNCIL No.1377 P. 1/1
SWALLOWFIELD P C

SWALLOWFIELD PARISH COUNCIL
PENTON COTTAGE
SWALLOWFIELD STREET, SWALLOWFIELD
READING, BERKS, RG7 1QX
Tel: 0118 988 5929 Fax: 0118 988 6443
email: clerk@swallowfieldpc.gov.uk



FAXED AND POSTED

Planning Dept.,
P.O. Box 157,
Wokingham District Council,
Shute End,
Wokingham,
Berks. RG40 1WR

Dear Sirs,

Application Number: F/2001/5202
Location: Brookside Business Centre, Church Road, Swallowfield
Proposal: Proposed alterations to roof of building
Case Officer: Elaine Vashi

The Parish Council notes that:-

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b) The increase in the ridge height is only approximately 200mm.
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For the above reasons the Parish Council considers that the effect on the vicinity and neighbouring countryside will be minimal, and consequently the Parish Council has no objection to this proposal.

The Parish Council notes that the Applicant's address has not been provided in the planning application. Presumably the District Council is content with this omission.

Yours faithfully,

C Adams

Mrs. C. Adams, Clerk

30.OCT.2001* 5202

25 OXENDEN ROAD
TONGHAM
FARNHAM
SURREY
GU10 1AR

25th October 2001

Wokingham D.C.
Planning Department
P.O. Box 157
Shute End
Wokingham
Berks
RG40 1WR

Dear Sir,

PROPOSED WORKS TO ROOF
BROOKSIDE BUSINESS CENTRE, CHURCH ROAD, SWALLOWFIELD

Further to our previous correspondence and our discussion with your duty officer (Mr. M. Thorp) on Friday 19th October 2001, enclosed is our formal planning application to carry out works to the existing roof.

Taking into account your concern regarding the increase in roof height we have kept the pitch of our "infill" to approximately five degrees. This will keep the increase in roof height to an absolute minimum and allows us to eradicate our problems with the "butterfly" roof and box gutter.

Yours faithfully,

R. Skinner

Roger Skinner

Copy : Lonsdale Services Ltd

CERTIFICATE OF OWNERSHIP

TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 1995
CERTIFICATE UNDER ARTICLE 7

Please complete **one** of the following Certificates. 30.OCT.2001 * 5202

If you own all of the land submit Certificate A. Please note that **ALL** of the proposed development including foundations, gutters and access roads must be within your own land for Certificate A to apply.

If you do not own the land or if any part of the development involves land which is outside your ownership or control you must submit Certificate B. You must serve notice on the owner(s); complete notice under article 6 below and send it to the owner or part owner of the application site.

CERTIFICATE A

I hereby certify that:-

No person other than the applicant was an owner of any part of the land to which the application relates at the beginning of the period of 21 days before the date of the accompanying application.

None of the land to which the application relates constitutes or forms part of an agricultural holding.

Signed R. Brennan **Date** 29·10·01

On Behalf of LONSDALE SERVICES Ltd

CERTIFICATE B

I hereby certify that :-

The requisite Notice No. 1. has been given to the owner(s) of the land to which the application relates at the beginning of the period of 21 days before the date of the accompanying application.

Name & Address of Owner(s) on whom Notice has been Served _____

_____

_____

Date of Service of Notice. _____

None of the land to which the application relates constitutes or forms part of an agricultural holding.

Signed _____ **Date** _____

On Behalf of _____

(1) BROOKSIDE WORKS

ADDRESS BROOKSIDE COTTAGE, CHURCH RD. PARISH SWALLOWFIELD

PLOT No ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
F/2/66				
F/5/66				
BR 8694	Mr. W.J. Wilkins	Alts & Ext & New Garage	25.5.78	APP
08588 SEE COTTAGE	"	"	6.7.78	N/A
13103	"	Dem. stone office & wc - rebuild & add to	2.5.80	
BR 15970	"	"	18.12.80	App
16750	"	"		N/A
*20789	Mr. A. Wilkins	Repl. Exts to improve Ind. Premises	8.3.84	
BR 23309	"	Drainage Conn.	5.9.84	APP
BR 25043	"	Ext. to Ind. Units	2.8.85	Ref
BR 6702	"	Ext. to Ind. Units	26.1.89	APP
30398	"	Parking, Widen Drive Ext.	16.6.88	

MINISTRY DECISION 18598 - APPEAL DISMISSED - 8.4.83

SPECIAL ORDERS * Sub. to S 16/19

(2) 1794

ADDRESS BROOKSIDE BUSINESS CENTRE PARISH SWALLOWFIELD

PLOT No. CHURCH ROAD ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
32795	MR. A. WILKINS	RELAX. COND. 7 ON 30398	16.3.89	Re
33267	"	O/L HOUSE & GARAGE	6.89	Ref
33265	"	O/L NO IND. UNITS B/C ADS	8.6.89	Ref
34676	COTTAGE "	GARAGE AT REAR	30.11.89	Re
34964	"	2 PETROLEUM GAS TANKS	18.1.90	Co
35092	COTTAGE "	2/St. LT	15.2.90	Co
35222 APPEAL	"	O/L ALT. HOUSE & GARAGE AND ADS.	15.3.90	Re
35590	"	3 PETROLEUM GAS TANKS	6.6.90	Re
38905	"	ADMIN. OFFICE	23.3.92	31.3.9
40947	MR. S. HOOPER UNIT 6	C/USE VACANT IND. SITE TO SELLING/FITTING TYRES	30.6.93	Re

99 DATE OF COMPLETION

MINISTRY DECISION 35222 - APPEAL DISMISSED - 4.9.90

SPECIAL ORDERS

DRAINAGE

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

PART 1

APPLICATION FOR PERMISSION TO CARRY OUT DEVELOPMENT - TOWN AND COUNTRY PLANNING ACTS

Please answer **ALL QUESTIONS** in **BLOCK LETTERS**. If a question is not applicable, answer **N/A** in space. Please submit **SIX** copies of this form and plans to:-

THE DISTRICT PLANNING OFFICER
WOKINGHAM DISTRICT COUNCIL
PLANNING DEPARTMENT
P O Box No. 157
COUNCIL OFFICES
SHUTE END
WOKINGHAM
BERKSHIRE, RG40 1WR

FOR OFFICE USE ONLY

30.OCT.2001* 5202

1.	APPLICANT'S NAME	LONSDALE SERVICES Ltd.
	ADDRESS	
	POST CODE	PHONE
● If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	Mr. R. SKINNER,
	ADDRESS	25, OXENDEN ROAD, TONGHAM, FARNHAM, SURREY
	POST CODE	GU10 1AR PHONE 01252 - 333291
3. On the plans show the SITE outlined in RED Show also OTHER land in the applicant's ownership or control in BLUE.	SITE LOCATION	BROOKSIDE BUSINESS CENTRE CHURCH ROAD, SWALLOWFIELD
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		WORKS TO ROOF
5. Give the area in hectares or part of a hectare	AREA OF SITE	0.28 ha.
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	OWNER
● 7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	DRG. 5/1

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ?

Tick the boxes(x)

CHANGE OF USE	☐	REDEVELOPMENT	☐
ERECTION OF NEW BUILDING	☐	ALTERATION or EXTENSION	☑

9. WHAT TYPE OF APPLICATION IS THIS ?
Tick one box only

OUTLINE PERMISSION	☐	See question 10
FULL PERMISSION	☑	
APPROVAL OF DETAILS/RESERVED MATTERS	☐	State relevant outline permission number Also complete Question 10
TEMPORARY PERMISSION	☐	State period required
RELAXATION OF CONDITIONS	☐	State relevant application number Conditions to be relaxed

10. IF THIS IS AN OUTLINE APPLICATION OR AN APPROVAL OF RESERVED MATTERS, which details, if any, do you wish to be considered as part of this application ?

SITING	☐		
EXTERNAL APPEARANCE	☐	DESIGN	☐
MEANS OF ACCESS	☐	LANDSCAPING	☐

11. WHAT IS THE EXISTING USE OF THE LAND AND/OR BUILDING(S) e.g. residential, industrial, etc. If the site is vacant say so, and also state its previous use and when that ceased.

BUSINESS CENTRE

12. DOES A PUBLIC RIGHT OF WAY CROSS OR ABUT THE SITE OR THE PROPOSED ACCESS?

~~YES~~/NO

If yes, show existing route(s) and any proposed alternatives on the plans

13. ARE THERE ANY TREES ON THE SITE? IF YES, ARE ANY TO BE FELLED?

~~YES~~/NO

If yes, please show their positions, spread and species on the plans and which, if any, are to be felled.

14. STATE EXTERNAL MATERIALS TO BE USED.

PLASTIC COATED STEEL SHEETS
COLOUR & PROFILE TO MATCH EXISTING

15. HOW WILL THE SITE BE ENCLOSED? Say whether walls, fences or hedges, and give height, colour and materials. If the site is divided into plots, say how each is to be enclosed.

N/A

16. HOW WILL SURFACE WATER BE DISPOSED OF?

TO EXISTING SYSTEM

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system ~~YES~~/NO

If no, please give details

18. WHAT ARE THE ACCESS ARRANGEMENTS?
AS EXISTING
AS PROPOSED
Give details of pedestrian and vehicular access

N/A

19. HAS PROVISION BEEN MADE FOR THE DISABLED? See notes for applicants

N/A

20. IF THIS PROPOSAL INVOLVES RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS, COMPLETE THE FOLLOWING TABLE

	No. OF DWELLINGS/HABITABLE ROOMS PROPOSED		TO BE RETAINED		TO BE LOST	
HOUSE	/	*	/	*	/	
BUNGALOW	/	*	/	*	/	*
FLAT/MAISONETTE	/	*	/	*	/	*
OTHER	/	*	/	*	/	*

* STATE No. OF HABITABLE ROOMS

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE?

YES/~~NO~~ If YES, complete Part 2 of the form

22. DOES THE PROPOSAL INVOLVE THE WINNING, WORKING OR PROCESSING OF MINERALS: THE DISPOSAL OF MINERAL WASTE, OR THE DEPOSIT OR PROCESSING OF REFUSE AND WASTE MATERIALS?

~~YES~~/NO If YES, please ask for and complete Part 3 of the form

23. STATE THE FEE ENCLOSED WITH THIS APPLICATION
The current scale of fees is enclosed. If you believe a reduced fee or no fee is payable, say why.

£95=00

I hereby apply for permission in respect of the particulars described above and in the attached plans and drawings. If planning permission is granted, the development must be carried out strictly in accordance with the approved plans. Failure to do so could result in enforcement action being taken. Permission under the Town & Country Planning Acts does not obviate the possible need to apply for Building Regulations approval.

SIGNED R. Skinner ON BEHALF OF LONSDALE SERVICES LTD DATE 29.10.01

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769c

PLANNING APPLICATION

PART 2

This part of the form need only be completed if the application involves non-residential development. Please answer all questions in print or block letters. If the answer is not applicable, write N/A in the space. You may wish to amplify your answers in a covering letter.

24. STATE THE GROSS FLOOR SPACE (by external measurement) OF ALL BUILDINGS TO WHICH THIS APPLICATION REFERS. Please give all floor areas in SQUARE METRES.

	USE CLASS	Existing floor space		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES				
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL	N/A			
B3-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

25. IF C1 OR C2 USE IS PROPOSED, PLEASE STATE NUMBER OF BED SPACES — N/A

26. WHAT PROVISION IS BEING MADE FOR PARKING? N/A

	Cars	Lorries
Existing		
Proposed		

27. DESCRIBE THE ACTIVITY OR PROCESSES TO BE CARRIED ON
Please provide details of any equipment, plant or machinery to be installed and any end products. You may wish to amplify your answers in a covering letter. — N/A

28. WHO WILL OCCUPY THE PREMISES?
a) Give the name and current operating address of the proposed occupier
b) Will these premises be vacated? — N/A

29. IF KNOWN, HOW MANY PEOPLE ARE LIKELY TO BE EMPLOYED ON SITE AFTER COMPLETION OF THE DEVELOPMENT? N/A

Existing Staff	Transferred Staff	New Staff	Total

30. DOES THE PROPOSAL INVOLVE THE USE OR STORAGE OF ANY OF THE HAZARDOUS SUBSTANCES LISTED IN THE NOTES?
If so, state this material, the quantity and method of storage. — N/A

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS'.

1769d

YOUR PLANNING APPLICATION

WHY DO YOU NEED TO MAKE A PLANNING APPLICATION ?

New buildings, major alterations and enlargement of existing buildings, and many changes in the use of buildings and land need planning permission.
The Town and Country Planning Acts impose a duty on Local Authorities to control these changes, and this means that a balance has to be found between the need and pressure for change, and the desire to protect the character of settlements and the countryside.
The merits of each application are, therefore, carefully examined.

WHAT ELSE MAY YOU HAVE TO DO ?

Listed Building Consent:	for works to a Listed Building; or for demolition works on land within the curtilage of a Listed Building or within a Conservation Area.
Advertisement Consent:	for the display of advertisements or signs
Building Regulation Approval:	for most new building or construction work.

Special forms are available for these types of applications.

You should also check whether there are any other regulations with which you may need to comply.

WHAT HAPPENS TO THE APPLICATION ?

It will first be checked to see if it is complete and if it is, it will be registered.

Consultations will be carried out with public and other bodies, such as the Highway Authority, or Local Parish Councils.

Publicity may be given to allow local people the opportunity to comment on your proposals.

The application will be considered in relation to the Council's planning policies and guidelines, the past history of decisions on that site or in the locality, other standards (such as parking, or visibility at road junctions), and any other material considerations.

The site will be visited by a Planning Officer You may be asked to submit more information, or to amend your application.

The application will then be considered either by a Planning Committee or Sub Committee (made up of Councillors) or by the Chief Officer responsible for planning matters. Objections to an application will be taken into consideration by the Committee or the Chief Officer.

Shortly after the application has been determined, you will receive a Decision Notice.

HOW LONG WILL IT TAKE ?

An application will generally be determined within eight weeks although a longer period may sometimes be required for a complicated application.

WHAT SORT OF DECISION CAN BE MADE ?

Your application may be approved.

Your application may be approved subject to certain conditions. These could impose restictions on the use of land or buildings, or require further details to be approved at a later stage, (e.g. materials or landscaping).
You may appeal against the conditions, but this opens the entire permission to review by the Secretary of State.

Your application may be refused. The reason will be listed on the Decision Notice.

WHAT HAPPENS IF THE APPLICATION IS REFUSED ?

You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months. Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive planning permission.

DATA PROTECTION ACT 1984

'Information contained in this form is likely to be personal data within the terms of the Data Protection Act 1984, and as such will be held by the Council on computer (such as the PLANAPS applications processing system) and may be used by the Council only for purposes registered under the terms of the Data Protection Act.'

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ENVIRONMENT AGENCY

Our Ref : SP/2001/004866-1/1
Your Ref : F/2001/5202

Date : 31 December 2001

PLANNING SERVICES	S1418
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Received after decision issued (issued: 24/12/01)

District Planning Officer
Wokingham District Council
Council Offices
PO Box 157 Shute End
Wokingham
Berkshire
RG40 1WR

Dear Ms Vashi

ALTERATIONS TO ROOF OF BUILDING AT BROOKSIDE BUSINESS CENTRE, CHURCH ROAD, SWALLOWFIELD, READING

Thank you for your letter dated 13th November 2001, received on 15th November 2001. Please quote the following reference in any correspondence: **SU76SW/23/5**.

There are no comments on this proposal from The Environment Agency - Thames Region.

DECISION NOTICE

Please forward a copy of the decision notice to this office quoting our reference. A copy of this letter has been sent to the agent. If you have any further queries, please contact me, quoting the reference at the beginning of this letter.

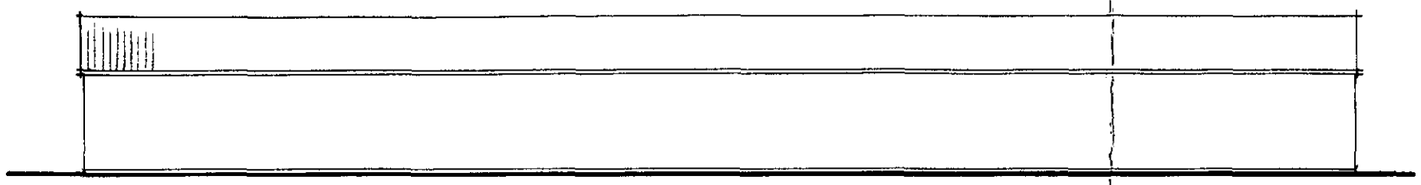
Yours sincerely

M. Rose

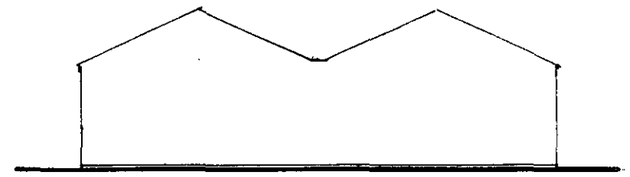
MATTHEW ROSE
Development Planning Officer

Direct dial: 01276 454349
Direct fax: 01276 454352
Email: matthew.rose@environment-agency.gov.uk
CC: Mr R Skinner

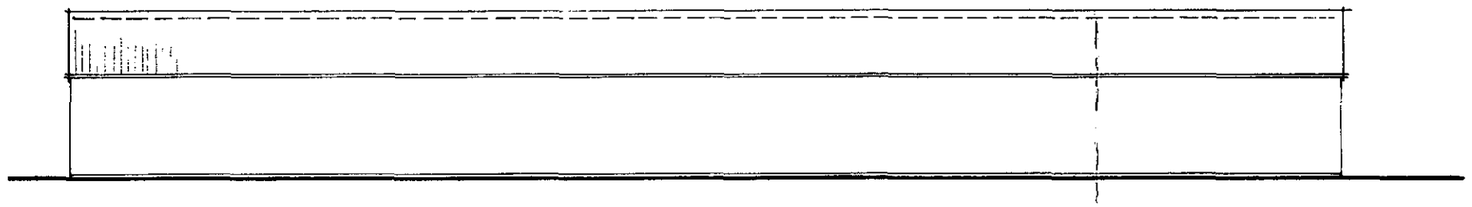
30.OCT.2001* 5202



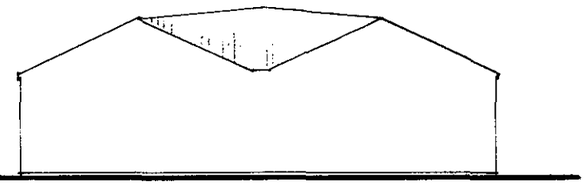
1:200 existing side elevation



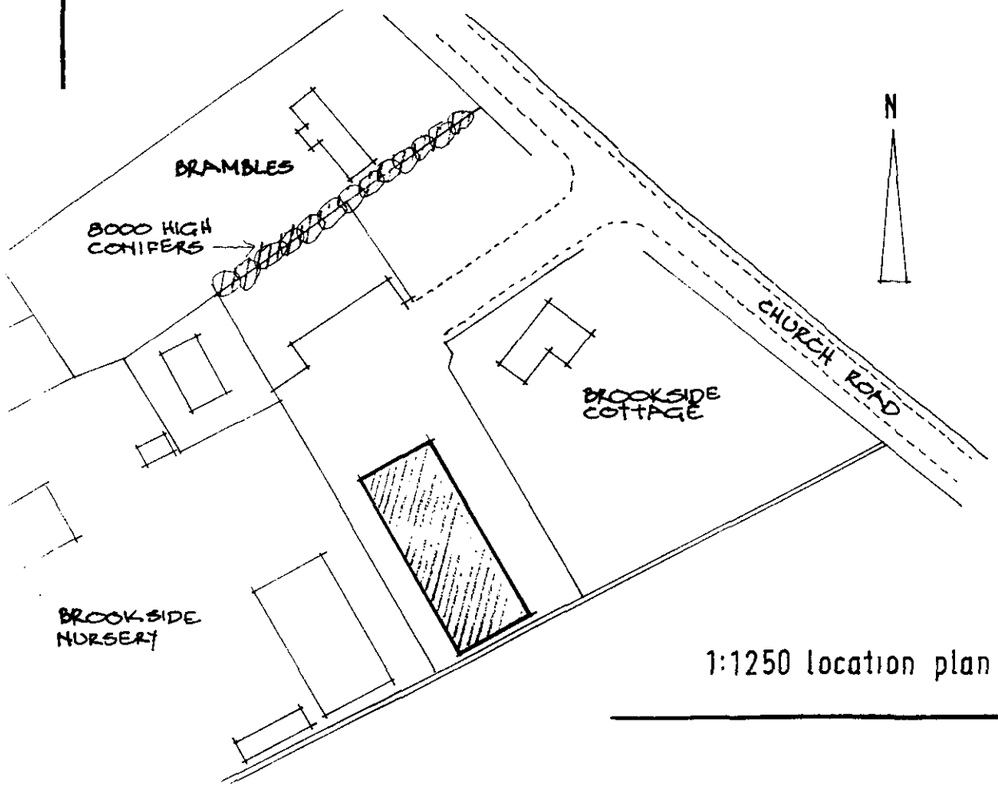
existing end elevation



1:200 proposed side elevation



proposed end elevation



1:1250 location plan

APPROVED

Notes

EXISTING ELEVATIONS UP TO EAVES LEVEL WILL REMAIN UNALTERED

NEW ROOF & GABLES WILL BE CLAD IN PLASTIC COATED STEEL SHEETS - COLOUR & PROFILE TO MATCH EXISTING

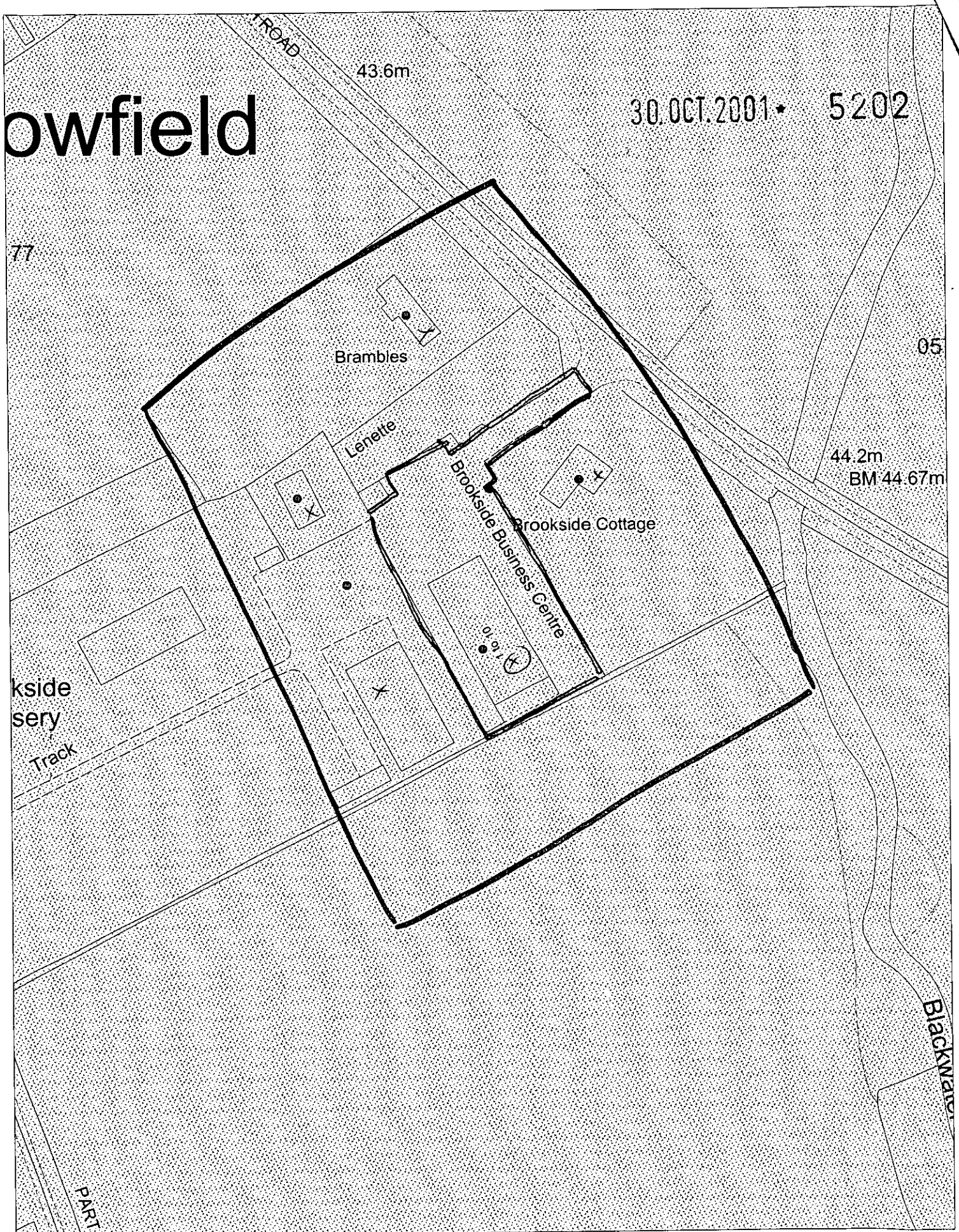
EXISTING ROOF TO REMAIN IN POSITION

NEW SHEETING SUPPORTED ON STEEL TRUSSES

NO ADDITIONAL FLOOR SPACE CREATED

Proposed works to roof
Brookside Business Centre,
Church Road, Swallowfield. RG7 1TH

Oct. 2001 Drg. S/1



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Development Control Section, Environmental Services, Wokingham District Council.
8 November 2001

Scale: 1 : 1250

N W E S

ADDITIONAL NEIGHBOUR CONSULTATION SHEET

APPLICATION NUMBER: F/2001/5202
CASE OFFICER: Elaine Vashi

ADDRESS OF ADDITIONAL NEIGHBOUR CONSULTATION	NUMBER OF DAYS FOR RESPONSE	DATE LETTER ISSUED (for Admin use)

Received by Wokingham District Council

Application No: F/2001/5202

Proposal:
Proposed alterations to roof of building.

Location:
Brookside Business Centre, Church Road, Swallowfield, Reading.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY 9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday and 1.00pm - 4.00pm Sunday. Library closed all day Wednesday. If you intend to view this application at Woodley Library please allow 4 days from the date of this letter for delivery of plans and remember to quote application number F/2001/5202 to enable the library staff to locate the correct information.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Elaine Vashi P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 08/12/2001. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not be possible for an individual reply to be issued to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head Planning and Transportation

13 November 2001