

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252784
Site Address:	Stanlake Farm Cottage, Waltham Road, Twyford, RG10 0AF
Expiry Date:	12 January 2026
Site Visit Date:	27 November 2025
Proposal: Householder application for the conversion of existing outbuildings into ancillary habitable accommodation with erection of a link extension and changes to fenestration.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP3 – General Principles for Development CP7 – Biodiversity CP9 – Scale and Location of Development Proposals CP12 – Green Belt
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage TB21 – Landscape Character TB23 – Biodiversity and Development TB24 – Designated Heritage Assets
Wokingham Borough Local Plan Update (LPU)	C5 – Parking and electric vehicle charging
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Sustainable Design and Construction Supplementary Planning Document Wargrave Parish Design Statement

PLANNING HISTORY

Application No.	Description	Decision & Date
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201881	Householder application for the proposed erection of a detached outbuilding to form a garden office following demolition of 3 no. existing outbuildings and removal of decking.	Approved 06/10/2020
202015	Householder application for the proposed conversion of existing outbuildings to create ancillary habitable accommodation plus the insertion of 1no. roof light and the erection of an extension to join the two outbuildings as one.	Approved 11/12/2020
060571	Proposed single storey extension to listed building.	Approved 22/09/2006
060570	Proposed single storey side extension to dwelling.	Approved 22/09/2009
002576	Proposed single storey rear extension to dwelling, new porch, replacement bay window, new car ports and re-siting of outbuildings.	Approved 04/09/2000
002575	Proposed single rear extension to dwelling, new porch, replacement bay window, new car ports and re-siting of outbuildings	Approved 04/09/2000

CONSULTATION RESPONSES

Internal

WBC Landscape and Trees – No objection.
WBC Built Heritage Officer – No objection, subject to condition.
WBC CIL – No comments received.
WBC Ecology – No comments received.

External

None.

REPRESENTATIONS

Parish/Town Council	No comments received.
Ward Member(s)	No comments received.
Neighbours	No comments received.

APPRAISAL

Site Description:

The application site consists of a detached, Grade II Listed main dwelling; Stanlake Farm Cottage. To the south of the host dwelling are two detached outbuildings. The outbuildings are not listed and are not curtilage listed but fall within the Listed Building buffer zone.

The two outbuildings; a granary and small stable building are each identified as non-designated heritage assets.

The application site borders the Metropolitan Green Belt which lies to the east of the site. Core Strategy (CS) Policy CP12 outlines that inappropriate development within the Metropolitan Green Belt will not be granted permission. However, the application site does not fall within the designated area, as such, compliance with Policy CP12 is not required in this instance.

Proposal:

This application seeks approval for the conversion of two existing outbuildings to ancillary accommodation and the erection of a small glass extension to link the two buildings.

Proposed materials include rooftiles and timber cladding to match the existing buildings and timber fenestration.

Principle of Development: The National Planning Policy Framework has an underlying presumption in favour of sustainable development which is carried through to the local Development Plan. The Managing Development Delivery Local Plan Policy CC01 states that planning applications that accord with the policies in the Development Plan for Wokingham Borough will be approved without delay, unless material considerations indicate otherwise.

The site is located within settlement limits and as such the development should be acceptable providing that it complies with the principles stated in the Core Strategy. Policy CP3 of the Core Strategy states that development must be appropriate in terms of its scale of activity, mass, layout, built form, height, materials and character to the area in which it is located and must be of high quality design without detriment to the amenities of adjoining land uses and occupiers.

Character of the Area:

The Grade II Listed host dwelling once formed part of the Stanlake farmstead which was associated with Stanlake Park Estate. The outbuildings which are proposed to be developed comprise a historic granary and a small stable building that are remnant structures from the historic complex.

The larger of the two outbuildings consists of a free-standing granary building which is a single-storey, timber framed structure. The exterior walls are constructed from weather board with clay roof tiles. The building rests on a grid of saddle stones for the buildings original purpose; to support the structure and to keep the grain dry and out of reach of vermin.

The small stable building is also constructed from timber cladding and matching rooftiles but is fixed to at ground level with a low level brick wall.

The application proposes converting the two existing outbuildings into ancillary accommodation and the erection of a single-storey extension to link to two structures.

CP3 of the Core Strategy states that proposals should be of an appropriate scale of mass, built form and character. The Council's Borough Design Guide (BDG) SPD gives advice on residential developments.

As a Non-Designated Heritage Asset, the proposal should comply with MDD Policy TB24. Paragraph 3.118 states that proposals within or affecting the setting of a Listed Building should pay special attention to conserving original architectural features and to appropriate scale, proportions and design of new proposals.

In this instance, the scheme has been designed to retain the historic character of the buildings and is considered compliant with Policy TB24. The external appearance of the buildings would be largely unaltered, with the existing walls, roof form and materials retained. This approach ensures that the legibility of the former agricultural use is preserved and that the buildings continue to read as subservient outbuildings within the wider historic setting.

New openings are proposed to provide natural light into the space, but these have been kept to a minimum and are modest in scale. The small windows and shutters are proportionate to the size of the buildings and maintain the simple agricultural character. Where new joinery is required, it will be of a traditional design to respect the historic character of the buildings.

The proposed glass extension is limited in scale and clearly subordinate to the outbuildings. Its transparent form is contemporary yet recessive, allowing the original granary and stable to remain visually dominant. The use of glazing reduces its perceived mass and ensures a clear distinction between the historic fabric and new addition.

Overall, the proposal represents a sensitive and sympathetic conversion that secures a viable use for the granary and stable while preserving their historic form and character. By retaining the existing materials and limiting alterations, the development would not result in harm to the significance or character of the structures and is considered acceptable in heritage and design terms.

Built Heritage:

The council's Built Heritage officer was consulted and raised no objection to the proposal, subject to conditions relating to materials.

They commented:

"In the main the proposed alteration is fairly 'lightweight' – these are simple modest buildings and thus any alterations need to reflect this character. In terms of the principle of linking the two structures, typically, glazed links are not now accepted in this historic environment (depending on context) due to the arising harm to the significance of the buildings' planform. As an overriding principle, where historic buildings are constructed as individual elements, they should remain as such. However, in this case the link would be very modest given the close proximity of the structures, and they would still be able to be read as two individual buildings. This is combined with the purpose of the link as to allow internal access to the 'en-suite' bathroom. Given the principle of conversion can be accepted from a heritage perspective, the link may be considered a necessary part of this proposal. It would also be considered this is part and parcel as the optimum viable use for the buildings as to allow for their future preservation".

(Comments in full will be available on the council's website).

In conclusion, the proposed changes are acceptable, subject to a condition to secure joinery details and finishes of the proposed external fenestration.

Neighbouring Amenity:

Overlooking, Loss of Light & Overbearing:

As the closest neighbouring property would be approximately 20m from the proposed development, there are no concerns of this nature that would arise.

Landscape and Trees:

The application site is located on Waltham Road which is a Green Route Enhancement Area. Green Routes are roads into settlements that are lined with trees and other vegetation which make a significant contribution to the character and environment of an area and contribute to the Borough's wildlife corridor.

The council's Trees and Landscape officer was consulted and raised no objection to the proposal. They commented:

"Although the site is within Twyford Major Development Location, it faces a green route enhancement area and its wooded setting adjacent to the countryside, and the green belt provide it with a rural sense of place. There are no protected trees on the site.

I have no objection to the proposals as they will not adversely effect any landscape features".

Ecology:

All bats and their roosts are protected under the Conservation of Habitats and Species Regulations 2017, and the Wildlife and Countryside Act 1981 (as amended). The application site is located in an area suitable for bat roosts and a preliminary and emergence bat survey was submitted to support the application. The report concludes that although no bats were recorded emerging or returning to the buildings, there was evidence of historical bat droppings. Therefore, it is reasonable and necessary to condition that Section 8 (Method Statement for Planning) is followed during construction to ensure that bats and their roosts are protected throughout the time that the development is being carried out.

Conclusion:

For the reasons set out above and subject to conditions, the proposal is acceptable as it accords with local plan policy and guidance.

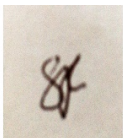
Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL liable, the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing the assumption of liability notice is a statutory requirement to be completed for all CIL liable applications.

The Public Sector Equality Duty (Equality Act 2010): In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender

reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

RECOMMENDATION

Conditions agreed:	Not required
Recommendation:	Approve
Date:	9 January 2026
Earliest date for decision:	18 December 2025

Recommendation agreed by: (Authorised Officer)	
Date:	9.1.26

PLANNING CONSTRAINTS/STATUS

Grade II Listed Building 'Stanlake Farm Cottage' (1118157) Consultation Zone

Major Development Location

Adjoining Green Belt

Proposed Green Route Enhancement Area

Flood Zone 2

Bat Roost Habitat Suitability

Twyford Parish

St. Nicholas, Hurst Parish