SYSTEMS LTD

SOUTHPORT U.K.
LONDON OFFICE

APPLICATION NO:
F/2000/0317

LOCATION:
Asgard Outside Lower Wokingham Road Crowthorne.

APPLICANT:
Royal Mail Service Maintenance Manager

PROPOSAL:
Proposed erection of a double postal pouch.

EARLIEST DATE FOR DECISION: **11/02/2000**

APPLICATION EXPIRY DATE: **29/02/2000**

CASE OFFICER: **Elaine Connor**

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Royal Mail
Service Maintenance Manager
80 Caversham Road
READING
Berkshire
RG1 1AA

Application Number: F/2000/0317

Parish: **FINCHAMPSTEAD**

Location: **Outside Asgard, Lower Wokingham Road, Crowthorne**

Proposal: **Proposed erection of a double postal pouch**

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. The hereby approved pouch will be powder coated in dark grey BS4800.

Condition
3. The pouch shall be located at the rear of the verge on Highway Authority land.

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

Reason
2. To ensure a satisfactory external appearance.

Reason

3. In the interests of highway safety.

Head of Planning and Transportation

Date: 21 March 2000

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.

Tel: (0118) 974 6451

Date: 9|3|2000

My ref: F/2000/0317

CONFIDENTIAL

Councillor T Charlesworth
3 Rowan Drive
Crowthorne
RG45 6RY

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: 33505 - Wokingham

Dear Councillor

Application Number: F/2000/0317
Outside Asgard Lower Wokingham Road .
Proposed erection of a double postal pouch.

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 Connor on **(0118) 974 6451**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 20|3|2000

Yours faithfully

Head of Planning and Transportation

LISTING FORM
Case officer: **Elaine Connor** Application Number: **F/2000/0317**
Asgard Outside Lower Wokingham Road Crowthorne.
Proposed erection of a double postal pouch.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Print Name: _____

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

Tel: (0118) 974 6451

Date: 9|3|2000

My ref: F/2000/0317

CONFIDENTIAL

Councillor R Cundy
Bumbles
Longwater Lane
Finchampstead
RG40 4NX

Environmental Services Department
Planning Services
P.O. Box 157
Shute End Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
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This form must be received no later than 20|3|2000

Yours faithfully

Chris Lowe

Head of Planning and Transportation

LISTING FORM

Case officer: **Elaine Connor** Application Number: **F/2000/0317**
Asgard Outside Lower Wokingham Road Crowthorne.
Proposed erection of a double postal pouch.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Print Name: _____

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

Received by Wokingham District Council

Application No: F/2000/0317

Proposal:

Proposed erection of a double postal pouch.

Location:

Outside Asgard Lower Wokingham Road .

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. closed all day Wednesday)**

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Elaine Connor P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 11/02/2000. 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 normally be possible for an individual reply 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

Application Number F/2000/0317
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	SC01	SR02	
2		SR12	The hereby approved pouch will be pardex coated in dark grey BS4800.
3		SR13	The pouch shall be located at the rear of the verge on HA Land.

RECORD OF SITE VISIT

SITE ADDRESS: Asgard Outside Lower Wokingham Road Crowthorne.

APPLICATION NUMBER: F/2000/0317

OFFICER: Elaine Connor

DATE OF SITE VISIT: 9th feb

1 SITE/STATUTORY NOTICE DISPLAYED ? YES

2. DESCRIPTION OF SURROUNDINGS

mature residential area

3. DESCRIPTION OF SITE/BUILDING

along Lwr W'ham Rd outside residential prop. 'Asgard'
mature tree lined part of road.

4. RELATIONSHIP TO ADJOINING PROPERTIES

to be located approx 25m forward of residential prop - 'Asgard'

5. SITE CONSTRAINTS N/A

TREES N/A - none to be affected

ACCESS/PARKING HIGHWAYS ?

LEVELS FLAT

BOUNDARY TREATMENT N/A

OTHERS N/A

WORK SHEET FOR : Elaine Connor

Application Number : F/2000/0317

Applicant : Royal Mail Service Maintenance Manager.

Location : Outside Asgard Lower Wokingham Road .
Proposal : Proposed erection of a double postal pouch.

Site Notice Displayed ? :

YES	NO	DATE
✓		9th FEB.

Date of Neighbour Notifications : .....

Date of Site Visit : 9th FEB 2000

Date Registered : 04/01/2000

Earliest Date for Decision : 11/02/2000

Latest Consultation Date/Site Notice Expiry Date : 11/02/2000

Application Expiry Date: 29/02/2000

Consultation Responses :

PARISH C: NO OBJECTION.

HIGHWAYS: DO NOT WANT TO RESTRICT GRANT OF PERMISSION.

OBS. LETTER: 'Asgard' Houston Way.

Planning Issues :

* IMPACT UPON ST. SCENE.
* HIGHWAYS.

Application Number: F/2000/0517
PROP: DOUBLE POSTAL POUCH.
Appraisal :

IMPACT UPON ST. SCENE:

The proposed double p.p. is to be located along Lwr Wokingham Road, forward of the property 'Asgard' which is approx. 25m away. Lwr. Wokingham Road is maturely screened at this point.
It is not considered that the proposed p.p. given its height & scale will have an adverse negative impact upon the character of the area or street scene.

IMPACT UPON NEIGHB. PROPS / HIGHWAY SAFETY.

Given that the proposed p.pouch is set forward of 'Asgard' by approx. 25m, it is not considered that it will have an adverse negative impact upon this property.
The residents of 'Asgard' raised concerns in their letter about highway safety (visibility etc..), however since highways do not wish to restrict the grant of permission of this P.P it is not considered that these are issues of concern.

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

applicationo	Name and address
F/2000/0317	Mr Kempster Asgard Houston way Lower Wokingham Road Crowthorne RG45 6BY

APP
APPROVED,
23/03/00

To:
Property Dept

From: Elaine Connor

Date: 18 January 2000

Application Number: F/2000/0317

Proposal: Proposed erection of a double postal pouch..

Site Address:
Outside Asgard, Lower Wokingham Road, .

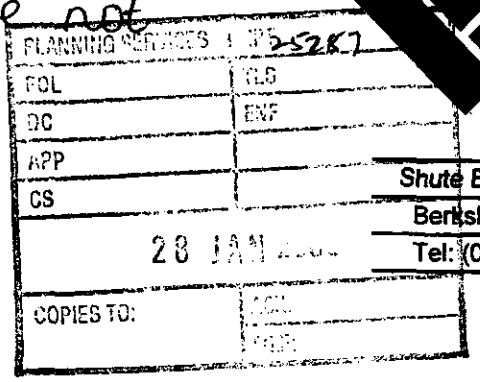
Applicant:
Royal Mail Service Maintenance Manager.

Your observations are required in respect of this application within **7 days** of the above date.

To: Elaine Conner
Planning & Transportation

From: Sarah Hunter
Property

These proposed locations are not on WDC owned land.



WOKINGHAM DISTRICT COUNCIL
Shute End, Wokingham
Berkshire RG40 1BN
Tel: (0118) 974 6000

With Compliments Sarah

To:
Highways

From: Elaine Connor

Date: 18 January 2000

Application Number: F/2000/0317

Proposal: Proposed erection of a double postal pouch..

Site Address:
Outside Asgard, Lower Wokingham Road, .

Applicant:
Royal Mail Service Maintenance Manager.

Your observations are required in respect of this application within **7 days** of the above date.

THE HIGHWAY AUTHORITY DOES NOT WANT TO RESTRICT THE GRANT OF PERMISSION.

N.S. Tadd

27-1-00

PLANNING SERVICES | HPT
POL | TLS
DC | ENF
APP |
CS 0825 | CC
28 JAN 2000
COPIES TO: | CR:
FILE:

Your ref ; Elaine Connor

Asgard
Houston Way
Lower Wokingham Road
Crowthorne
Berkshire
RG45 6BY

26 January 2000

Dear Sir/Madam

Application Number: F/2000/0317

Site Address: Outside Asgard Lower Wokingham Road

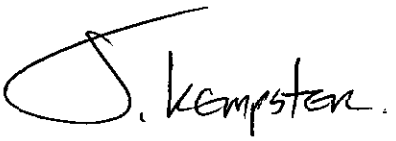
Proposal: Proposed erection of a double postal pouch

I refer to your notification of the above dated 18 January.
As the current owner and occupier of the above property I would comment as follows :-

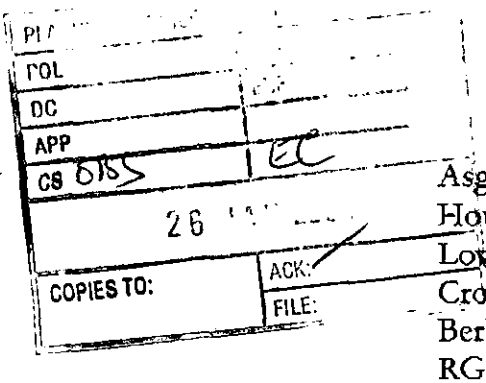
1. Lower Wokingham Road is an extremely busy A road and traffic travels along it at great speeds often with little regard for the speed limit (50mph). If a postal pouch is erected in the position proposed there will be nowhere for Post Office vehicles to park. The only option will be for them to block the road which is a hazard for the reasons stated above. All properties on this road have off road parking and vehicles are not parked on the road. If Post Office vans pull onto the pavement this is a hazard to pedestrians and destroys the grass verges.
2. When pulling out of Houston Way onto Lower Wokingham Road visibility is already restricted by a telegraph pole. Any additional erections will make the junction more hazardous.
3. Houston Way is a single track unmade private road and Post Office vehicles have no automatic right to use it for turning and being single track they cannot park on it.
4. It would be far more sensible for the postal pouch to be sited on the corner of, or down either Bramley Grove or Talisman Close so that when post is emptied or deposited Post Office vehicles can pull off the Lower Wokingham Road and not create a nuisance. Both roads referred to are within approximately 100 yards of Asgard.
5. Furthermore, if the pouch is sited off Lower Wokingham Road it is less likely to be vandalised and daubed with graffiti. In the position proposed it will become an eyesore. I hope that the Post Office will be placed under some Covenant/obligation to maintain the pouch in good order, with failure to do so resulting in its removal.

For the above reasons I object to the proposal and await hearing from you. Please acknowledge safe receipt of this letter and advise me why it is proposed to situate the pouch outside my property.

Yours faithfully



0118 974 6484
By Fax and Post



Your ref ; Elaine Connor

Asgard
Houston Way
Lower Wokingham Road
Crowthorne
Berkshire
RG45 6BY

26 January 2000

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Site Address: Outside Asgard Lower Wokingham Road

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Yours faithfully



FROM: Elaine Connor

DATE: 18 January 2000

DETACHED

Finchampstead Parish Council Consultation Sheet

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS	

31 JAN 2000

COPIES TO: ACK: TDE:

Application Number: F/2000/0317

Proposal: Proposed erection of a double postal pouch..

Site Address: Outside Asgard Lower Wokingham Road .

Applicant: Royal Mail Service Maintenance Manager.

Your observations are required in respect of this application **by 11/02/2000** .

The Parish Council has no objections to this application.

SIGNED: C.S.Cl DATE: 28-1-00

CLERK TO Finchampstead Parish Council

SIGNED: C.S.Cl DATE: 28-1-00

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: 04-01-00	
Officer: EC	Application No. F 2000/0317

Map No. ..... Site .....
Easting: ..... Flood Pln .....
Northing: ..... Mineral .....

Level: ☐ Sub Committee ☐ Delegated ☐ Sec. State
☐ Incorrect Fee ☐ Invalid ☐ PD

Description:
(F) PROPOSED ERECTION OF A DOUBLE POSTAL POUCH

Location: ~~NEAR~~ Outside ASGARD LOWER WOKINGHAM ROAD

Parish: ~~WOKINGHAM W/OUT~~ Finchampstead Ward: Finch North. 18.1.2000.

Applicant: ROYAL MAIL
re-submission - application ~~refused~~ w/drawn. 99/69644

Fee Received 00-00 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 : 18.7.2000 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control	NF: .....
Landscape	NK: .....
Trees	NK: .....
Conservation Officer	NK: .....
Environmental Health	NA: .....
Housing	NA: .....
Leisure & Cultural services	PA: .....
Public Rights of Way	PA: .....
Property	NG: ✓ .....
District Secretary (only if called in by SOS)	MA: .....
Policy & Plans	QA: .....
Strategic Planning (JSPU)	HA: .....
Minerals (BABTIE)	GA: .....
Archaeological Site (BABTIE)	: .....
Education	AP: .....
Social Services	BT: .....
Highways	XA: ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A	: .....
Adjacent Parish	: .....
Southern Electricity Board	BN: .....
British Gas	BM: .....
PSA Oil Pipeline	BD: .....
Transco	: .....
Environment Agency	BP: .....
Rail Track	BI: .....
Police Arch. Liaison Officer	PC: .....

HERITAGE BODIES

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

OTHERS:

.....

.....

.....No pre-app.....

NEIGHBOURS:

.....Asgard, Lower Wokingham Road ✓.....

.....

.....

.....

.....

.....

.....

.....

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
04. JAN. 2000* U517

1.	**APPLICANT'S NAME**	ROYAL MAIL
	ADDRESS	SERVICE MAINTENANCE MANAGER 80 CAVERSHAM ROAD READING
	POST CODE	RG1 1AA **PHONE** 0118 953 7285
2. If the applicant has an agent, all correspondence will be sent to the agent	**AGENT'S NAME**	
	ADDRESS	N/A
	POST CODE	**PHONE**
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**	LOWER WOKINGHAM ROAD - NEAR "ASCARD"
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		POSTAL POUCH BOX (DOUBLE)
5. Give the area in hectares or part of a hectare	**AREA OF SITE**	SEE ATTACHED LEAFLET
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	**OWNERSHIP**	NONE
7. List all the plans and drawings submitted with the application	**PLANS/DRAWINGS**	1 - 1250 SCALE MAP 1 - 500 SCALE MAP

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**	☐

1769b

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.

HIGHWAYS LAND

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? YES/NO
IF YES, ARE ANY TO BE FELLED?

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.

N/A

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?

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/NO

If no, please give details N/A

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

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		N/A	
FLAT/MAISONETTE			
OTHER			

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE? YES/NO

* STATE No. OF HABITABLE ROOMS

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.

REVISED DRAWINGS / PLANS REPLACING PLANNING APPLICATION No 99/69644/F

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 [signature] ON BEHALF OF ROYAL MAIL DATE 23 DEC 1999

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				
●	GENERAL INDUSTRIAL				
B3-7	SPECIAL INDUSTRIAL		N/A		
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

● WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	N/A	
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?

Existing Staff	Transferred Staff	New Staff	Total
N/A			

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. — NO

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 Officerresponsible 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.'

1789/a

SECTION 66 CERTIFICATE

Application No.

04.JAN.2000* 05

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

CERTIFICATE A

I certify that:

at the beginning of the period of 21 days ending with the date of the accompanying application, nobody, except the applicant, was the owner of (a) of any part of the land to which the application relates.

OR

CERTIFICATE B

I certify that:

I have/The applicant has* given the required notice to everyone else who, at the beginning of the period of 21 days ending with the date of the accompanying application was the owner (a) of any part of the land to which the application relates, as listed below.

+ See Note (a) to Certificate A

Owner's(a) name	Address at which notice was served	Date on which notice was served
WOKINGHAM DISTRICT COUNCIL	P.O. Box 157 COUNCIL OFFICES SHUTE END WOKINGHAM RG40 1WR	23 DEC 1999

OR

CERTIFICATE C

I certify that

- I/The applicant* cannot issued a certificate in accordance with either paragraph (a) or paragraph (b) of Section 66(1) of the Act in respect of the accompanying application.

- I have/The applicant has* given the required notice to the persons specified below, being persons who at the beginning of the period of 21 days ending with the date of the application were owners (a) of any part of the land to which the application relates.

Owner's(a) name	Address at which notice was served	Date on which notice was served

(b) Insert description of steps taken.

- I have/The applicant has* taken all reasonable steps open to me/him/her* to find out the names and addresses of the other owners (a) of the land, or of a part of it, but have/has* been unable to do so. These steps were as follows:

  (b) .....

  .....

(c) Name of local newspaper circulating in the area where the land is situated.

(d) Date of publication (which must be not earlier than the beginning of the period of 21 days ending with the date of the application).

- Notice of the application as attached to this Certificate, has been published in

  the (c) .....

  on (d) .....

1789/b

CERTIFICATE D

I certify that

● I/The applicant cannot issue a certificate in accordance with paragraph (a) of Section 66 of the Act in respect of the accompanying application.

OR

● I/The applicant have/has taken all reasonable steps open to me/him/her to find out the names and addresses of everyone else who, at the beginning of the period of 21 days beginning with the date of application was the owner (a) of any part of the land to which the application relates, but have/has been unable to do so. These steps were as follows:

(b) . . . . . .

. . . . . .

(b) Insert description of steps taken

(c) Insert name of local newspaper circulating in the area where the land is situated.

(d) Insert date of publication (which must not be earlier than the beginning of the period of 21 days ending with the date of the application).

● Notice of the application as attached to this Certificate, has been published in the (c) . . . . . .

on (d) . . . . . .

ALL APPLICANTS MUST COMPLETE THIS SECTION

If any of the site is part of an area of land which is let or there is an agreement to let the land for agricultural purposes to a tenant, it may be an agricultural holding. Further advice may be obtained from the Department.

Agricultural Holdings Certificate

One or other section must be crossed through as not applicable.

If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

● None of the land to which the application relates is, or is part of, an agricultural holding.

OR

● I have/The applicant has given the required notice to every person other than my/him/herself who, at the beginning of the period of 21 days ending with the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's name	Address at which notice was served	Date on which notice was served

Signed . . . . . .

On behalf of . . Royal Mail Reading . . . . . .

Date . . . . . 23 DEC 1993 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

1913 /a

SCHEDULE 2

04. JAN. 2000* 0517

Articles 6, 7 and 9

PART 1
Town and Country Planning (General Development Procedure) Order 1995

NOTICE UNDER ARTICLE 6 OF APPLICATION FOR PLANNING PERMISSION

(to be published in a newspaper or to be served on an owner or a tenant**)*

Proposed development at *(a)* Lower Wokingham Road – near "Asgard"

I give notice that *(b)* Royal Mail Reading

is applying to the *(c)* Wokingham District Council

for planning permission to *(d)* install a Postal Pouch Box

Any owner* of the land or tenant** who wishes to make representations about this application should write to the Council at *(e)* P.O Box 157 Council Offices Shute End Wokingham RG40 1WR

by *(f)* .....

* "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning or working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

** "tenant" means a tenant of an agricultural holding any part of which is comprised in the land.

Signed .....

† *On behalf of* Royal Mail

Date 23 DEC 1999

Statement of owners' rights

The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or in a lease.

Statement of agricultural tenants' rights

The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

† *Delete where inappropriate*

Insert:

(a) address or location of the proposed development
(b) applicant's name
(c) name of Council
(d) description of the proposed development
(e) address of the Council
(f) date giving a period of 21 days beginning with the date of service, or 14 days beginning with the date of publication, of the notice (as the case may be).

NOTICE UNDER ARTICLE 6 OF APPLICATION FOR PLANNING PERMISSION

(to be posted in the case of an application for planning permission for development consisting of the winning and working of minerals by underground operations (in addition to the service or publication of any other requisite notices in this Schedule))

Proposed development at *(a)* .....

I give notice that *(b)* .....

is applying to the *(c)* ..... Council

for planning permission to *(d)* .....

Members of the public may inspect copies of:

- the application
- the plans
- and other documents submitted with it

at *(e)* ..... during

all reasonable hours until *(f)* .....

Anyone who wishes to make representations about this application should write to the Council at *(g)* .....

..... by *(f)* .....

Signed .....

† On behalf of .....

Date .....

† Delete where inappropriate

Insert:

(a) address or location of the proposed development
(b) applicant's name
(c) name of Council
(d) description of the proposed development
(e) address at which the application may be inspected (the applicant is responsible for making the application available for inspection within the area of the local planning authority)
(f) date giving a period of 21 days, beginning with the date when the notice is posted
(g) address of Council



Site Plan, Scale: 1 to 1250

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Date: 12 January 2000

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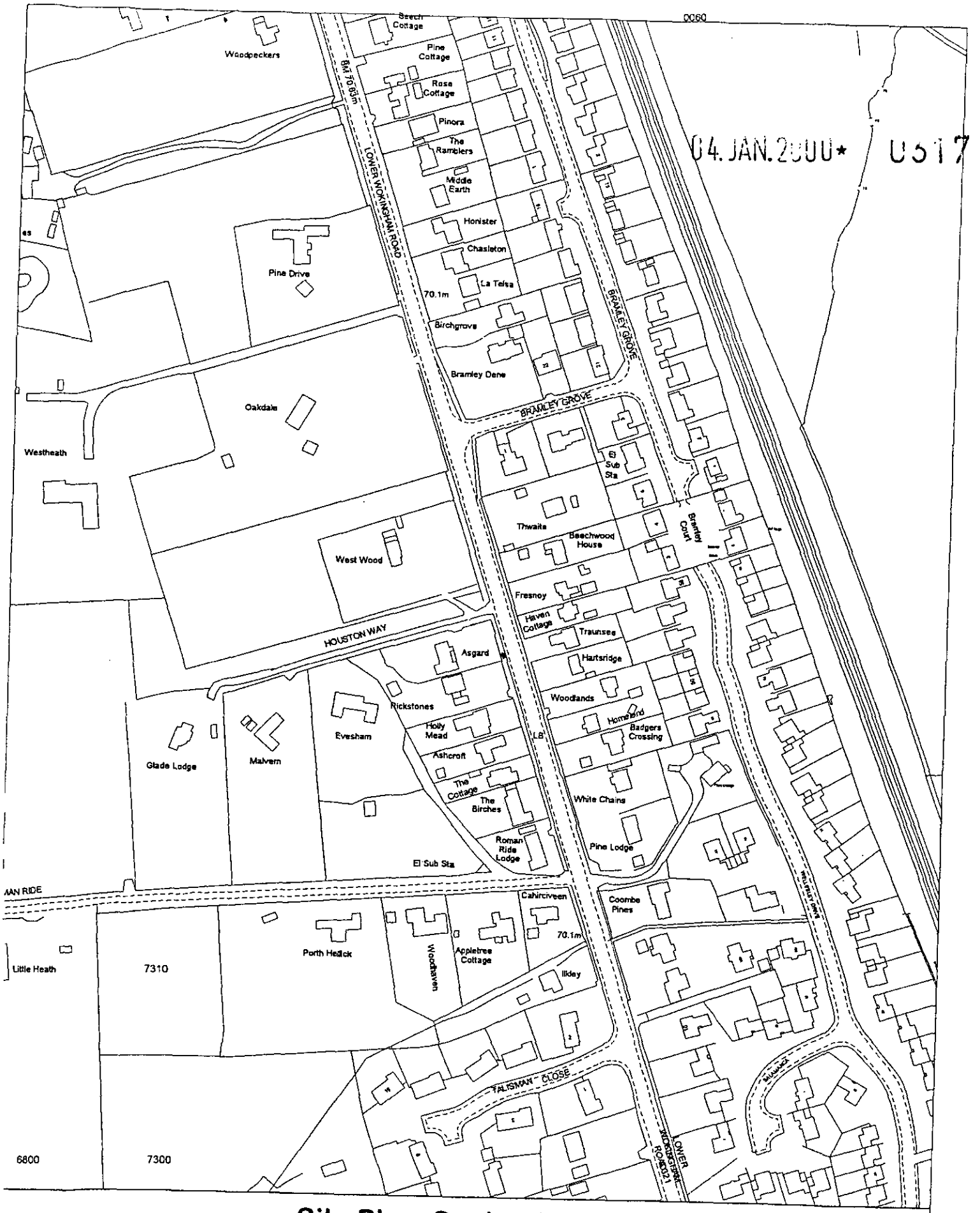

Site Plan, Scale: 1 to 2500

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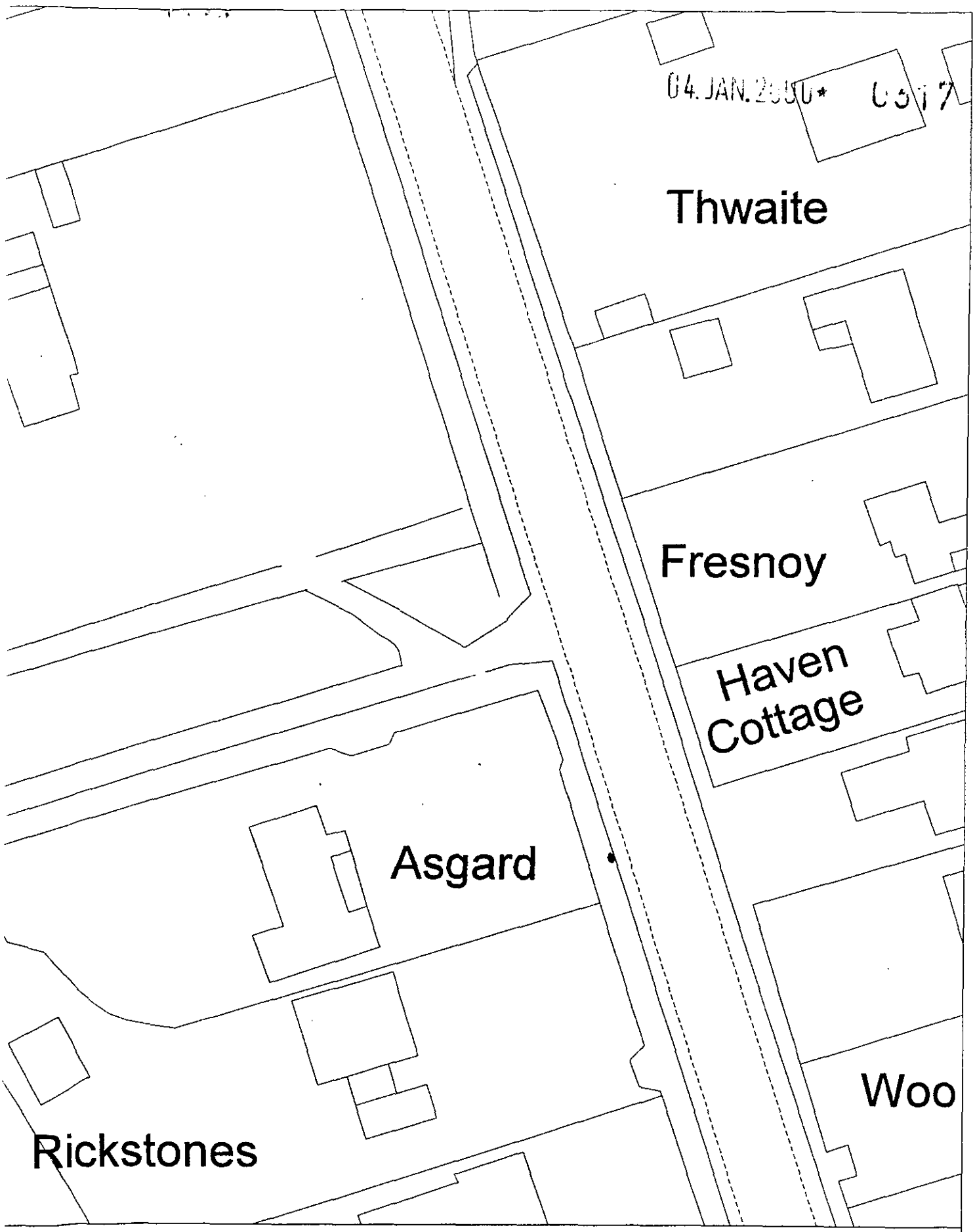

Site Plan, Scale: 1 to 500

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