

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252213
Site Address:	22 Selsey Way, Earley, Wokingham, RG6 4DL
Expiry Date:	12 November 2025
Site Visit Date:	17 September 2025
Proposal: Householder application for the proposed loft conversion, changes to fenestration including insertion of a roof light and front porch glass infill.	

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 CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC07 – Parking
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

PLANNING HISTORY		
Application No.	Description	Decision & Date
251711	Application for a certificate of lawfulness for the proposed insertion of rooflights to facilitate conversion of the loft to habitable accommodation, plus erection of a single storey extension to form a porch and changes to fenestration.	Refused 12/09/2025
18483	Erection of 41 homes, bungalows with garages and related roads and footpaths.	Approved 17/12/1982
16449	Erection of 196 houses, bungalows, flat bedsits and garages, roads and footpaths.	Approved 09/11/1981

CONSULTATION RESPONSES

Internal

WBC Highways – No objection.

External

None.

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application site consists of a two-storey quad property arranged in a cluster and located on the western side of Selsey Way, Earley. The unconventional layout of the plot results in the external amenity space being located to the front of the property adjacent to the road and off-street parking to the side.

Proposal:

This application seeks approval for the erection of a front extension to create an enclosed porch, insertion of patio doors in the south elevation, insertion of two rooflights to facilitate a loft conversion and internal alterations.

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 principle of a residential extension in this location is acceptable in principle providing that it complies with the wider policy objectives contained within the Core Strategy and Managing Development Delivery (MDD).

Local Plan Update:

The Wokingham Borough Local Plan Update 2023-2040: Proposed Submission Plan was submitted to the Secretary of State for examination on 28 February 2025.

Character of the Area:

The proposal includes a single-storey front extension to create an enclosed porch that would be constructed from glass.

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.

The porch extension would measure approximately 0.93m in depth and 1.3m in width. The extension would be a relatively minor change to the frontage of the property and would retain the existing mono-pitch roof form of the existing open sided porch. The extension would be proportionate to the host dwelling and would not be overly dominant within the street scene.

The proposed insertion of patio doors would be a relatively minor change to the eastern elevation and would be screened from the public realm by the existing high level fencing that surrounds the outdoor garden space.

The two proposed rooflights would be inserted into the front elevation of the main roof to facilitate a loft conversion. Rooflights are already an established architectural feature of the road and can be seen at nos. 10, 12, 14, 16, 21, 28 and 30 Selsey Way. Therefore, the addition of rooflights to the host dwelling would be in keeping with the established character of the road.

In conclusion, the proposed changes would be of an appropriate scale and would have no detrimental impact on the character of the host dwelling or local area.

Neighbouring Amenity:

Overlooking:

There are two rooflights proposed in the front elevation of the main roof which would face towards the flank elevation of no. 9. The windows would serve a bedroom and ensuite bathroom. Page 47 of the BDG provides recommended separation distances to be retained between properties in order to maintain privacy. Although guidance is not provided for front to flank elevations, a 15m minimum separation distance is recommended between front to front and back to flank elevations. The proposed windows would be more than 18m from the flank elevation of no. 9 Selsey Way which is an acceptable distance to ensure no adverse loss of privacy would be generated.

Loss of Light & Overbearing:

The proposed porch extension would align with the front elevation of the porch on the adjoining property and would retain the existing mono-pitch roof. Therefore, due to the small scale and nature of the proposed changes, there would be no detrimental overshadowing or overbearing impact that would be generated.

Highway Access and Parking Provision:

The proposed changes would increase the number of habitable rooms. The council's Highways officer was consulted and raised no objection to the proposal. They concluded that the existing level of parking would be retained which is considered acceptable to serve the development.

Conclusion:

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

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:	7 November 2025
Earliest date for decision:	8 October 2025

Recommendation agreed by: (Authorised Officer)	
Date:	10.11.25

PLANNING CONSTRAINTS/STATUS

Major Development Location

Hawkedon Ward

Earley Parish