Date: 9 June 2026
Application: 261133

WOKINGHAM
BOROUGH COUNCIL

WBC Highways

Development Management & Compliance
P.O. Box 157
Shute End, Wokingham
Berkshire, RG40 1BN
Tel: (0118) 974 6000
Minicom No: (0118) 974 6991

Dear WBC Highways,

Full Planning Approval Consultation
Application Number: 261133
Applicant: Mr Darren Lock
Site Address: The Courtyard, Town Hall, Market Place, Wokingham, RG40 1AD
Parish: Wokingham
Grid Reference: Easting - 481206, Northing - 168553
Type of Development: Minor All other developments
Proposal: Full application for the installation of two roof-mounted air source heat pump condenser units and associated plant, together with the erection of a roof-level fall-prevention guardrail at The Courtyard, Town Hall, Market Place, Wokingham.
Case Officer: Claire Moore

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 261133. Alternatively, public documents are available to view on the Council's planning application search page: Wokingham Borough Council Online Planning.

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **30 June 2026**.

Yours sincerely,
Development Management & Compliance

Public: Information that can be seen and used by everyone inside and outside the Council.

M E M O R A N D U M

From:	JP		
Service	WBC Highways	**App No:**	261133
Address:	The Courtyard, Town Hall, Market Place, Wokingham, RG40 1AD.		
Proposal:	Full application for the installation of two roof-mounted air source heat pump condenser units and associated plant, together with the erection of a roof-level fall-prevention guardrail at The Courtyard, Town Hall, Market Place, Wokingham.		
Type of Development:	Minor All other developments		
Site Visit Made:	Yes/No		

Summary Of Recommendations
☐ No comment ☐ No objection ☒ No objection subject to conditions (and reasons) **stated below** ☐ Request further information before determination as **stated below** ☐ Objection due to the reason(s) **stated below**
Comments On Proposal
There are no highway objections to the application. Subject to the informatives below during the installation works.
Conditions & Reasons (if required)
Informatives 1. INCIDENTAL WORKS AFFECTING THE HIGHWAY Any incidental works affecting the adjoining highway shall be approved by, and a licence obtained from, the Highways Inspector, Highway Assets, Wokingham Borough Council, Shute End, Wokingham, RG40 1WL, telephone number 0118 9746000, before any development is commenced.

Date:	17/6/2026	**Signed:**	JP

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