

Bat Close-out Report

1st September 2025

Roof Repairs

Castlemans Cottage, Bath Road, Knowl Hill, Berks. RG10 9UT

Planning Portal Reference: PP-13905061

BCS Reference: 25/0784/OTHBN

1. BACKGROUND

- 1.1. This close-out report supports the repairs to the existing second storey tiled roof of Castlemans Cottage, which is a Grade II listed mid-terrace residential building. Ordnance Survey Grid Reference SU 81556 78496.
- 1.2. Repair works were completed on 24th August 2025.
- 1.3. This report is delivered to discharge conditions 3 and 4 of REF 3 ('HBW86968 - Notification of Approval of Consent', dated 17th July 2025).
- 1.4. This report provides evidence that all mitigation and compensation measures that were required in the Preliminary Roost Assessment (PRA) REF 1 ('Eco25-19 - (11144) Preliminary Roost Assessment at Castleman's Cottage' Rev. 002) sections 4.2.2 to 4.2.5 have been implemented.

2. COMPLIANCE WITH METHOD STATEMENT

2.1. General

In accordance with condition 3 of REF 3, in order to ensure that bats were not harmed during repair works, and that there were no adverse effects on bat roosts or on wider bat populations, a method statement (REF 2) was agreed with the contractor in writing prior to recommencement of works. The method statement includes the avoidance and compensation measures as recommended by the PRA (REF 1).

2.2. Mitigation Strategy

To maintain and protect bat populations in the area, the following was carried out:

- i. Provision of Method Statement to contractors.
- ii. Briefing of the method statement (toolbox talk) to contractors prior to commencement of works.
- iii. Advice given for the safe treatment of any bats in the highly unlikely event they were found, to protect from harm during works, including the requirement to stop works and consult a suitably experienced and bat licenced ecologist.

2.3. Timing

Works to repair and reinstate the roof avoided the peak-maternity months of June and July. The roof offered no suitable features for bat roosting, so the works were considered highly unlikely to result in injury or mortality to bats. Nonetheless, works proceeded with extreme caution to avoid the potential to disturb any bats that may be roosting in the neighbouring roof.

2.4. Pre-commencement Check

A pre-commencement check was conducted to ensure bats were not present. No bats, or signs thereof were discovered. It was also confirmed that additional bat boxes had been provided in the rear garden, see 2.7 for details.

2.5. **Toolbox Talk**

All site workers received a toolbox talk, see also Appendix 4.1, before the repair works commenced. A copy of this was displayed on site, see Figure 1 - Toolbox Talk displayed on site. This complies with section 4.2.5 of the PRA (REF 1).

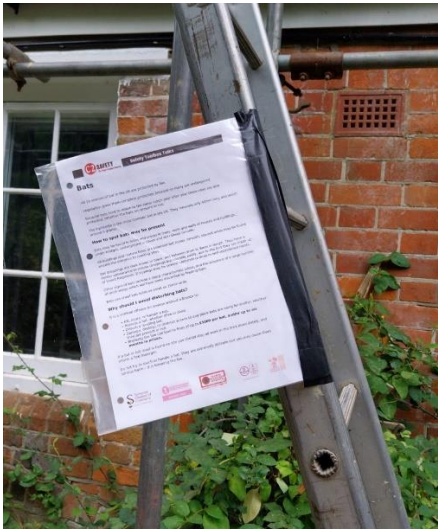


Figure 1 - Toolbox Talk displayed on site

2.6. **Provision of Access Points and Bat Box**

Access Points and a Bat Box have been provided in accordance with Section 4.2 of the PRA (REF 1) as follows:

2.6.1. Figure 2 indicates the locations of each of the mitigation features on the roof. Bat access points have been positioned on the flanks facing southeast to take advantage of the sunnier aspects. There are no artificial light sources that will illuminate these locations. The rear garden is bordered by two prominent mature hedgerows which will aid navigation to the roosting sites.

BAT ACCESS PROVISIONS

KEY

-  ACCESS TILE (AT)
WITH ACCESS THROUGH FELT
(75mm X 30mm)
-  ACCESS TILE (AT)
WITHOUT ACCESS THROUGH FELT
-  ACCESS POINT (FG)
(FLASHING GAP 20mm X 30mm)
-  RIDGE ACCESS POINT (RA)
(20mm X 100mm)
-  CREVICE-DWELLING MATERNITY
BAT BOX WITHIN LOFT SPACE (IntBB)

Reference:
Section 4.2, 'Eco25-19 - (11144) Preliminary Roost
Assessment at Castleman's Cottage'



Figure 2 - Map of Bat Access Provisions

2.6.2. **Para 4.2.2** of PRA (REF 1):

- i. 6x Bat Access Tiles – formed with tile fragments to raise roof tiles. Identified as ‘AT1’ to ‘AT6’ in the following figures. (3x without access hole (AT1 to AT3), and 3x with access hole through felt (AT4 to AT6)).
- ii. 1x Access point on Chimney Flashing (formed in lead flashing, 20mm high x 30mm wide). Identified as ‘FG’ in the following figures.
- iii. 1x Access point under ridge tiles (20mm high x 100mm wide). Identified as ‘RA’ in the following figures.
- iv. 1x Crevice-dwelling Maternity Bat Box installed in loft space (Supplier: nestbox.co.uk). Identified as ‘IntBB’ in the following figures.



Figure 3 - Bat Access Provisions on Rear Flank



Figure 4 - Bat Access Provisions on Rear Flank of Front Roof



Figure 5 - Internal view showing holes through felt for Access Tiles 4-6



Figure 6 - View of Chimney Flashing Gap

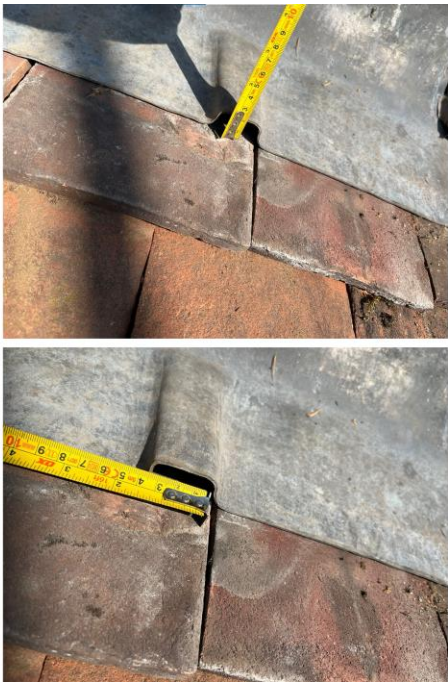


Figure 7 - Dimensions of Flashing Gap



Figure 8 - Dimensions of Ridge Access Point

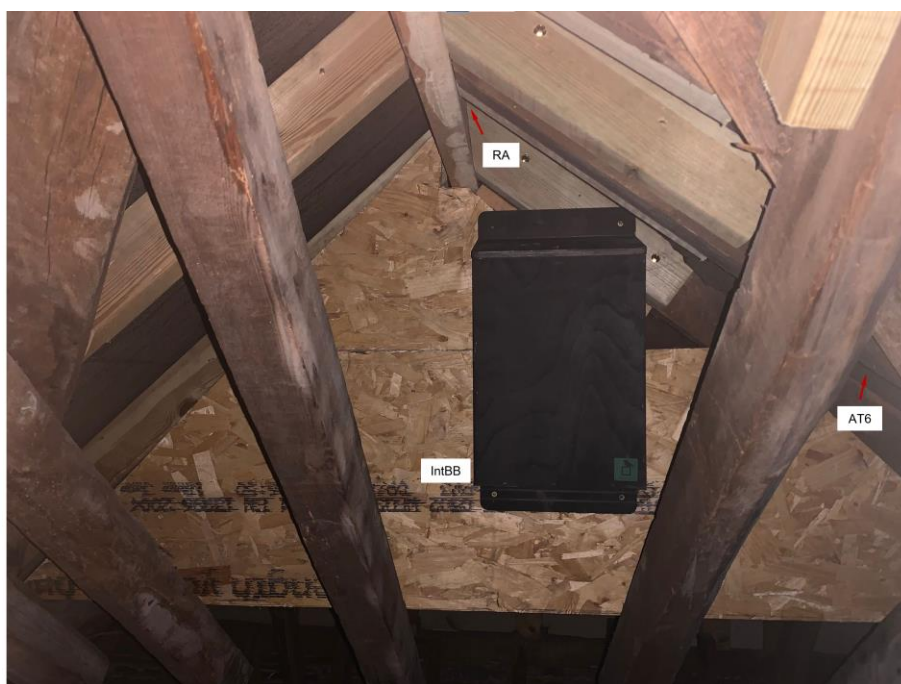


Figure 9 - Crevice-dwelling Maternity Bat Box installed within loft space



Roost Maternity Bat Box

- Designed for larger roosts or maternity colonies of crevice dwelling bats especially pipistrelles.
- External surfaces black to increase heat absorption.
- Internal ceramic heat sinks to retain and stabilise box temperature.
- Grooved landing ladder continues internally.
- Precision cut FSC certified panels for dry, draught free, long-lasting box.

Figure 10 - Specification of Crevice-dwelling Roost Maternity Bat Box (IntBB) from nestbox.co.uk

2.6.3. Para 4.2.3 of PRA (REF 1):

- Bituminous felt, hessian reinforced, type 1F has been used throughout. (There is no breathable membrane used whatsoever.) See Figure 5 and Figure 11.

2.6.4. Para 4.2.4 of PRA (REF 1):

- Wet ridge system has been installed. (No breathable membrane has been used.) See figures 3, 4, 6, 8 and 11.

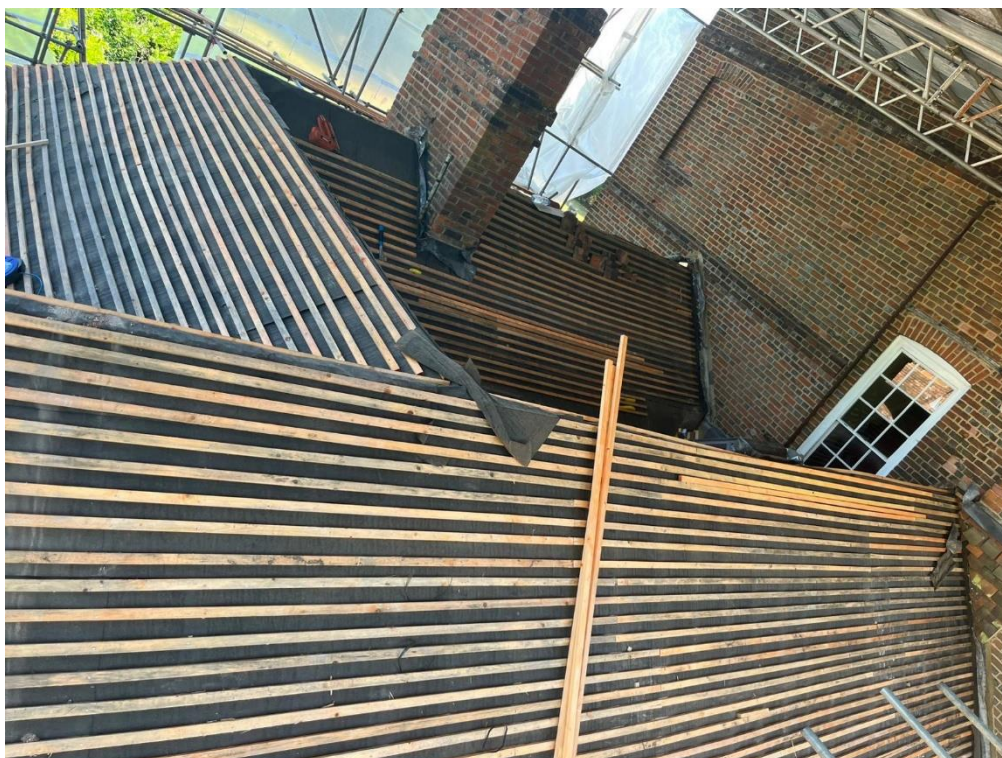


Figure 11 - Bituminous felt installed

2.7. Additional Bat Boxes

In addition to those provisions listed above, three bat boxes (2x crevice roost, 1x cavity roost) have been provided in the rear garden, see Figure 12 to Figure 16 for details. They have all been installed well over 4m high, facing southwards, well sheltered from strong winds, with a clear flight path for approach, free of obstructions, and not exposed to any artificial light sources.

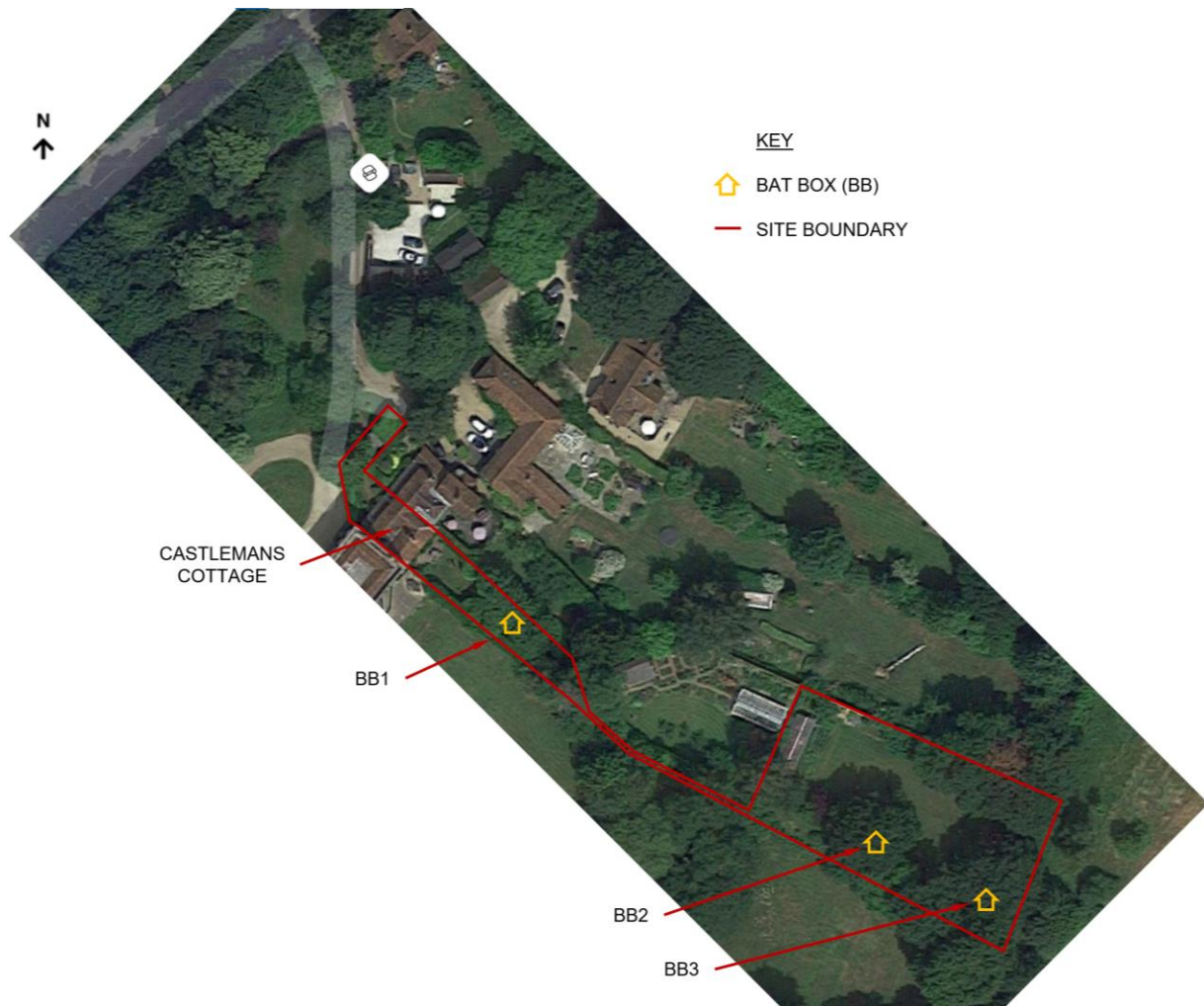


Figure 12 - Additional Bat Box Locations



Figure 13 - External Bat Box 1 (Crevice type)



Figure 14 - External Bat Box 2 (Cavity type)



Figure 15 - External Bat Box 3 (Crevice type)



Eco Bat Box

- Recycled plastic weatherproof shell to provide long lasting protection.
- UK grown, locally sourced FSC wooden internal roost chamber to create attractive roosting space for bats.
- Available with two different roost chambers designed for either crevice or cavity roosting bats.
- Self-cleaning design requires no maintenance.
- Improved updated design for 2023

Figure 16 - Specification of external bat box from nestbox.co.uk

2.8. Completion Check and Close-out Report

In accordance with condition 3 of REF 3, the completion check was conducted on 24th August 2025, and the close-out report then submitted to the local planning authority early September 2025, within one month of completion of the works. This close-out report demonstrates that all ecological mitigation and enhancement measures have been implemented as required, with extra enhancement from the additional external bat boxes. Furthermore, there were no bats or signs of bats found.

3. REFERENCES

REF 1. 'Eco25-19 - (11144) Preliminary Roost Assessment at Castleman's Cottage Rev. 002'

REF 2. 'Castlemans Cottage - Roof Repairs - Bat Method Statement Rev. 002'

REF 3. 'HBW86968 - Notification of Approval of Consent'

4. APPENDIX

4.1. Bats Toolbox Talk



Safety Toolbox Talks

Bats

All 18 species of bat in the UK are protected by law.

Legislation gives them complete protection because so many are endangered.

Because bats tend to return to the same roosts year after year these sites are also protected. Whether the bats are present or not.

The Pipistrelle is the most common bat in the UK. They measure only 40mm long and weigh around 5 grams.

How to spot bats may be present

Bats may be found in holes and cracks in trees, roofs and walls of houses and buildings, under bridges, underground in caves and old railway tunnels.

All buildings and mature trees are potential bat roosts. Smooth, stained areas may be found around the entrance to roosting sites.

Bat droppings are dark brown or black, and between 4mm to 8mm in length. They have a similar appearance to mouse droppings but crumble easily, due to the fact they are made up of insect fragments. Droppings may be several centimetres deep in well-established roosts.

Other signs of bats include a sharp characteristic odour, and the presence of a large number of moth wings which will have been discarded by feeding bats.

Bats can crawl into holes as small as 15mm wide.

Why should I avoid disturbing bats?

It is a criminal offence for anyone without a licence to:

- Kill, injure, or handle a bat.
- Possess a bat, whether alive or dead.
- Disturb a roosting bat.
- Damage, destroy, or obstruct access to any place bats are using for shelter, whether they are present or not.
- Breaking the law can lead to fines of up to **£5000 per bat, and/or up to six months in prison.**

If a bat or bat roost is found on site you should stop all work in the area immediately, and inform a line manager.

Do not try to touch or handle a bat. They are extremely delicate and you may cause them serious harm – it is breaking the law.

