

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252511
Site Address:	Hillside House, Basingstoke Road, Spencers Wood, Wokingham, RG7 1AP
Expiry Date:	22 January 2026
Site Visit Date:	12 December 2025
Proposal: Householder application for the proposed erection of a single storey side and rear extension with 1no. rooflight to replace existing ground floor structure, rear second storey external modifications 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
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC04 – Sustainable Design and Construction CC07 – Parking
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY- No relevant planning history

CONSULTATION RESPONSES

Internal

WBC Ecology: No objection

External

None consulted

REPRESENTATIONS

Parish/Town Council	Shinfield Parish Council: No comment
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description: Two storey detached dwelling.

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 flat roof single storey rear/side extension would exceed the recommended 4m depth for extensions within the Borough Design Guide as the depth is approx. 4.81m. However, the garden is spacious to accommodate such sized extension and with it being located at the rear it wouldn't be visible from public locations. Hence, the proposal would not have any adverse impact on the character of the host property or surrounding area. The proposed extension would be minor and subservient feature which would not harm the character of the area.

The single storey side element would be significantly set back from the building line with a 1m separation distance from the side boundary of Westdene, thus complying with the BDG. It's considered it would appear as a subservient feature and would not be visible given the side access fencing would block any view, thus no harm to the character of the area.

The changes to the first-floor fenestration and structure would be a minor change and would not be visible from the public realm. Hence, this aspect of proposal would not have an adverse impact on the character of the host property or surrounding area.

Neighbouring Amenity:

Overlooking: The ground floor openings to the rear and sides would be screened by the existing fencing, thus no overlooking concerns.

The first-floor rear window would now serve as a stairwell instead of a WC. The rear gardens of immediate neighbouring properties are already overlooked at an oblique angle from the upper floor windows in the host dwelling. Given the proposed first floor window would serve as a stairwell, such is classed as a non-habitable room where occupants wouldn't spend significant periods of time. Thus, the first-floor rear window would not cause any significant harm with regards to neighbouring amenities.

The minimum back-to-back separation distance set out in the BDG is 22m. The back-to-back separation distance between Hillside Houde and 15 Hilltop Gardens is over 29m, thus complying with the BDG.

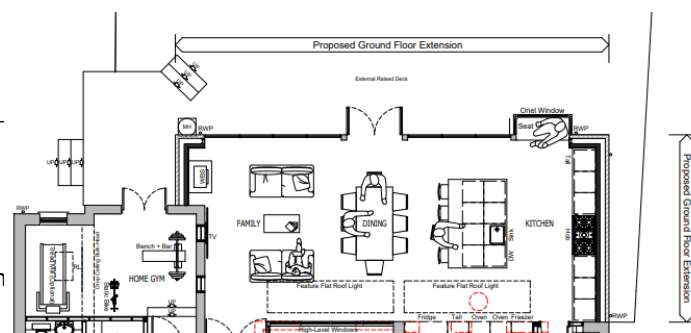
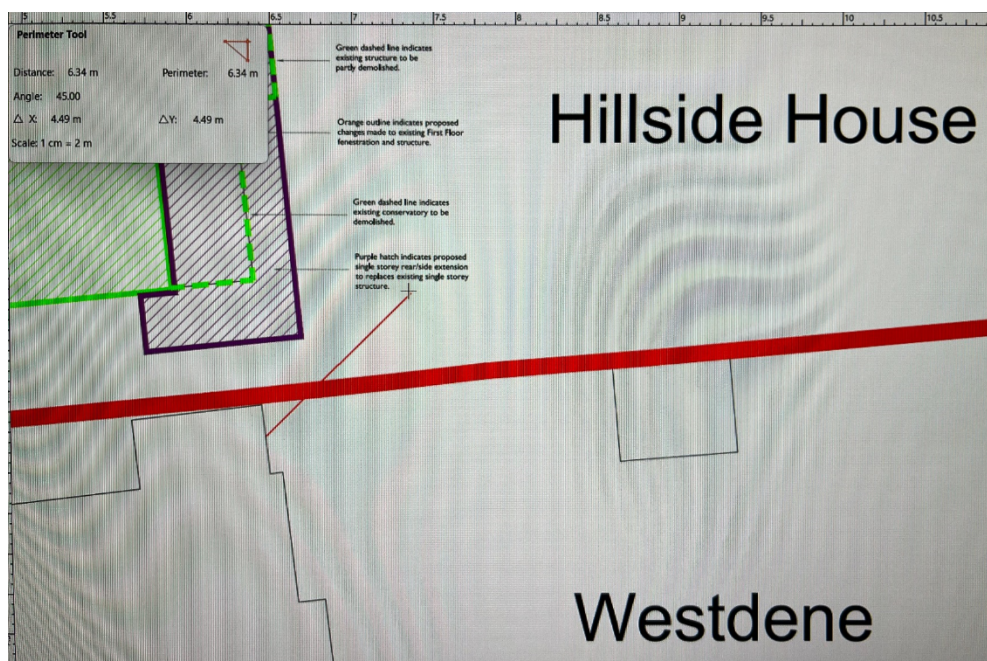
Loss of Light/Overbearing: The BDG has a recommendation that a minimum 1 metre separation gap should be retained between the flank of a property and the site

boundary, in order to limit a sense of enclosure.

The extension would be set off from Elmhurst boundary by approx. 3.45m, thus complying with the BDG. Therefore, given such separation distance and sufficient breathing space between the two dwellings, the proposal would not be considered to be overbearing or result in loss of light to Elmhurst.

The extension would be set off from Westdene by approx. 1m, thus complying with the BDG, allowing for adequate breathing space between the properties.

The side/rear extension would project forward of Westdene rear building line by approx. 1.55m, thus potential loss of light to rear habitable room window. The closets ground floor rear window would be for a treadmill room, as part of the home gym (ref: 242798). When a 45° line is drawn from the centre of the window, the proposal would comply with the 45° rule, therefore it would still have adequate access to natural light.



The overall scale and massing of the extension is proportionate to the host property and consistent with typical residential extensions in the surrounding area. It does not introduce an excessive height, depth, or bulk that would dominate neighbouring outlooks.

Highway Access and Parking Provision: The proposal does not increase the number of habitable rooms, the block plan shows 3 parking spaces, sufficient for 4-bedroom dwelling and therefore complying with WBC's adopted parking standards after development.

Ecology: The submitted preliminary ecological appraisal (bats) Ref: SPH/PEA-25/14.11, states *"there were no bats or evidence of bats and no features externally on the building which could be utilised by roosting bats or in which bats could access the building to roost and internally there are no potential roosting opportunities for bats"*.

"It is concluded that there is negligible potential for roosting bats within the property. Based on recommendations in the Bat Workers Manual and the Bat Surveys Good Practice Guidelines, no further survey effort is required".

Therefore, the proposal would not result in adverse ecological harm.

Amenity Space: The garden space passes the council's minimum garden length of 11 metres, as the garden space is greater than 11 meters, so the loss of amenity space isn't harmful because the remaining space would still exceed BDG recommendations. Therefore, the reduction in amenity space is not considered to have a harmful impact on the amenity of the occupier.

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:	21 January 2026
Earliest date for decision:	19 December 2025

Recommendation agreed by:	
(Authorised Officer)	
Date:	21 January 2026

PLANNING CONSTRAINTS/STATUS

Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Modest or Limited Development Locations
2	Within Modest or Limited Development Locations
3	Within All Development Locations

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Modest Development Locations	Spencers Wood

Thames Basin Heath SPA Mitigation Zones | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME
1	Special Protection Area Linear Mitigation Zone	5km Linear Mitigation Zone
2	Special Protection Area Linear Mitigation Zone	7km Linear Mitigation Zone

Green Infrastructure Routes Consultation Zone | Total count: 1

#	FEATURE_TYPE
1	Green Route

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
1	Consultation Zone - Major Nuclear Site	AWE Burghfield - Detailed Emergency Planning Zone (DEPZ)	This is the DEPZ.

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

Height Band Wind TurbineAviation

1 All works exceeding 150 metres (492.1 feet) NO YES

EA Groundwater Zones | Total count: 1

FEATURE_TYPE FEATURE_NAME CONSULT

1 Groundwater Consultation Zones Groundwater Consultation Zone 3 Environment Agency (only if application involves contaminated land) – see separate sheet: When to consult the Environment Agency

Bat Roost Habitat Suitability | Total count: 6

FEATURE_TYPE FEATURE_NAME CONSULT

1 Bat survey required for planning applications that involve roof modification or demolition.FX939Ecology Officer, Green Infrastructure Team

2 Bat survey required for planning applications that involve roof modification or demolition.FX940Ecology Officer, Green Infrastructure Team

3 Bat survey required for planning applications that involve roof modification or demolition.FY939Ecology Officer, Green Infrastructure Team

4 Bat survey required for planning applications that involve roof modification or demolition.FY940Ecology Officer, Green Infrastructure Team

5 Bat survey required for planning applications that involve roof modification or demolition.FZ939Ecology Officer, Green Infrastructure Team

6 Bat survey required for planning applications that involve roof modification or demolition.FZ940Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 2

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
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1	Great Crested Newt Impact Risk Zone	Amber	For Householder applications check HH Layer. Consult NatureSpace for all other types of development
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2	Great Crested Newt Impact Risk Zone	Red	For Householder applications check HH Layer. Consult NatureSpace for all other types of development
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SSSI Impact Risk Zones | Total count: 2

#	IRZURL
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1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0101000322302-res=11404&location=469575,165500%20(IRZ%20polygon%20centre)
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2	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0301000530000-res=11404&location=468808,165816%20(IRZ%20polygon%20centre)
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Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
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1	Landscape Character Assessment 2019	Spencers Wood Settled and Farmed Clay
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Wards | Total count: 1

#	Name of area	Closest Approximate Distance
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1	Spencers Wood & Swallowfield Ward	0 m
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Parishes | Total count: 1

#	Name of area	Closest Approximate Distance
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1 Shinfield CP 0 m