

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	251952
Site Address:	5 Brook Close, Wokingham, Wokingham, RG41 1ND
Expiry Date:	10 October 2025
Site Visit Date:	8 October 2025
Proposal: Householder application for proposed replacement of conservatory roof to tiled roof to rear and single storey front extension following conversion of integral garage.	

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking TB23 – Biodiversity and Development
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
09669	Garage and porch	Approved 04/01/1979
21569	Two storey side extension to form utility room, kitchen, with bathroom above	Approved 01/06/1984

CONSULTATION RESPONSES

Internal

WBC Highways – No objection subject to conditions. *Officer comments: This will be discussed in the main report.*

WBC Ecology – No comment

External

None

REPRESENTATIONS

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

APPRAISAL

Description of Development:

This application seeks permission for the proposed erection of a single storey front extension to extend the existing entrance hall, plus the conversion of the existing integral garage to create a bedroom. Additionally, the conservatory roof is being replaced with a tile roof.

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 proposed single storey front extension would have a pitched roof joining it to the host dwelling. The front extension would comply with guidance in the Borough Design Guide (BDG) as the building is set well back from the street frontage and the extension would only project forward 1.25 metres from the existing front building line. As such, it is deemed that the front extension poses no harm to the character of the area.

The proposed garage conversion poses no harm to the character of the area.

The re-roofing of the conservatory will see the existing rear pitched roof extended up to the boundary. Additionally, 3 no. rooflights are being inserted to the single storey rear element and the fenestration at ground floor level on the rear elevation is changing. These alterations pose no harm to the character of the area.

Neighbouring Amenity:

The proposed single storey front extension would extend approximately 1.25 metres from the front of the dwelling, and it is single storey in nature. Therefore, there are no concerns on neighbouring amenity grounds relating to overlooking or loss of light. With regards to overbearing, the proposal would be set right on the boundary with the neighbouring property, but it is aligned with the neighbour's garage and driveway, and

it is not deemed that it would cause any significant overbearing impacts such that it would warrant refusal of this application.

The proposed garage conversion poses no harm to neighbouring amenities.

The re-roofing of the conservatory is not changing the footprint of the conservatory, but the roof height is being increased to match the existing single storey rear element. However, given the single storey nature there are no concerns on loss of light or overbearing grounds. In terms of overlooking, the fenestration changes are at ground floor level and therefore there are no overlooking concerns.

Residential Amenity Space:

The proposals would not adversely harm the usability of the site's rear amenity space for current or future occupiers.

Highway Access and Parking Provision:

The Council's Highways Officer was consulted on this application and they are satisfied that the proposed level of parking will be acceptable for the dwelling. However, as the garage is being converted, they have requested a condition requiring details of secure and covered cycle storage to be provided prior to determination. During a site visit carried out on 08/10/2025 a shed was seen at the back of the rear garden, and this would be suitable for cycle storage. Therefore, a condition requiring further details to be provided is not required in this instance, and accordingly the condition is not recommended.

Conclusion:

For the reasons stated above, the proposal is acceptable in local plan policy terms and therefore is recommended for approval.

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.

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.

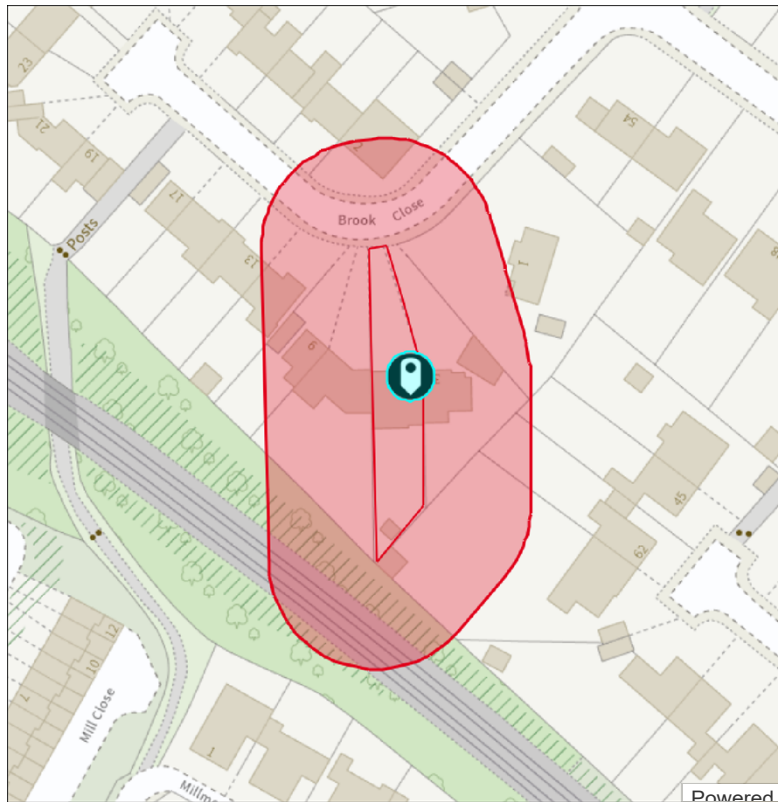
RECOMMENDATION	
Conditions agreed:	Not required

Recommendation:	Approve
Date:	9 October 2025
Earliest date for decision:	12 September 2025

Recommendation agreed by: (Authorised Officer)	
Date:	09/10/25

PLANNING CONSTRAINTS/STATUS

Near Me Report



Area of Interest (AOI) Information

Area: 4,173.72 m²

Date: Thu Aug 21 2025 10:05:49 GMT+0100 (British Summer Time)

Heritage & Conservation

Archaeological Sites Consultation Zone

☐

Conservation Areas

☐

Listed Buildings

Affordable Housing Thresholds | Total count: 3

#	NAME
1	Within Major Development Locations
2	Within Major Development Locations
3	Within All Development Locations

Scale and Location of Development Proposals | Total count: 1

#	FEATURE_TYPE	NAME
1	Major Development Locations	Wokingham

Thames Basin Heath SPA Mitigation Zones | Total count: 1

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

Major Nuclear Sites Consultation Zone | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	PLANNING_NOTE
---	--------------	--------------	---------------

1	Consultation Zone - Major Nuclear Site	AWE: 12km Zone	This is the 12km Zone. A circular zone of 12km radius around all nuclear sites, for certain types of significant development due to the potential for such developments to pose an external hazard to sites.
---	--	----------------	--

Aerodrome Safeguarding: Heathrow Consultation Zone | Total count: 1

#	Height Band	Wind Turbine	Aviation
1	All works exceeding 150 metres (492.1 feet)	YES	YES

Network Rail Railway Consultation Zone | Total count: 1

#	FEATURE_TYPE
1	Network Rail Estate (inferred)

EA Groundwater Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Groundwater Consultation Zones	Groundwater Consultation Zone 2	Environment Agency (only if application involves contaminated land) – see separate sheet: When to consult the Environment Agency

Bat Roost Habitat Suitability | Total count: 4

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Bat survey required for planning applications that involve roof modification or demolition.	WE825	Ecology Officer, Green Infrastructure Team
2	Bat survey required for planning applications that involve roof modification or demolition.	WE826	Ecology Officer, Green Infrastructure Team

3	Bat survey required for planning applications that involve roof modification or demolition.	WE827	Ecology Officer, Green Infrastructure Team
4	Bat survey required for planning applications that involve roof modification or demolition.	WF826	Ecology Officer, Green Infrastructure Team

Great Crested Newt Impact Risk Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT
1	Great Crested Newt Impact Risk Zone	Green	Consult NatureSpace for Major developments only

SSSI Impact Risk Zones | Total count: 1

#	IRZURL
1	https://irz.geodata.org.uk/IRZ/step2.html?irzcode=0300000530000-es=11404&location=475984,168857%20(IRZ%20polygon%20centre)

Water Utility Consultation Zones | Total count: 1

#	FEATURE_TYPE	FEATURE_NAME	CONSULT_WHEN
1	Water Utility Consultation Zone	South East Water Supply Area	New dwellings

Landscape Character Assessment 2019 | Total count: 1

#	FEATURE_TYPE	Name
1	Landscape Character Assessment 2019	Wokingham-Winnersh Settled and Farmed Clay

Wards | Total count: 1

#	NAME	Closest Approximate Distance
1	Emmbrook Ward	0 m

Parishes | Total count: 1

#	NAME	Closest Approximate Distance
1	Wokingham CP	0 m