



**WOKINGHAM
BOROUGH COUNCIL**

TOWN AND COUNTRY PLANNING ACTS

**TOWN AND COUNTRY
PLANNING (ENGLAND) 1990**

Mr Jon Wallace
Measured and Drawn Ltd
8 Ellison Grove
Kings Hill
ME19 4SQ

NOTIFICATION OF APPROVAL OF PLANNING PERMISSION

Application Number: 252119
Applicant Name: Mr & Mrs Gandega
Site Address: 5 Lockhart Drive, Wokingham, Wokingham, RG40 5BF
Proposal: Householder application for the proposed loft conversion with 3no. rooflights and 1no. rear dormer.
Date of Decision: 14 October 2025

Wokingham Borough Council in pursuance of its powers under the above Acts and Regulations hereby **grants permission** for the above development to be carried out as stated in the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Conditions and Reasons

1. Timescale - The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: In pursuance of s.91 of the Town and Country Planning Act 1990 (as amended by s.51 of the Planning and Compulsory Purchase Act 2004).

2. Approved details - This permission is in respect of the submitted application plans and drawings numbered and titled Location Plan, 1B, 2B, 3B, 4B, 5B, 6B, 7B, 8B and 14B received by the local planning authority on 08/09/2025. The development shall be carried out in accordance with the approved details unless other minor variations are agreed in writing after the date of this permission and before implementation with the Local Planning Authority.

Reason: For the avoidance of doubt and to ensure that the development is carried out in accordance with the application form and associated details hereby approved.

3. External materials - Except where stated otherwise on the approved drawings, the materials to be used in the construction of the external surfaces of the extension

hereby permitted shall be of similar appearance to those used in the existing building, unless other minor variations are agreed in writing after the date of this permission and before implementation with the Local Planning Authority.

Reason: To ensure that the external appearance of the building is satisfactory.

Relevant policy: Core Strategy policies CP1 and CP3.

4. Garage to be retained as such - Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification), the garage accommodation on the site identified on the approved plans shall be kept available for the parking of vehicles ancillary to the residential use of the site at all times. It shall not be used for any business nor as habitable space.

Reason: To ensure that adequate parking space is available on the site, so as to reduce the likelihood of roadside parking, in the interests of highway safety and convenience.

Relevant policy: Core Strategy policy CP6 and Managing Development Delivery Local Plan policy CC07.

Informatives

1. Please note that if the works carried out depart from the scope of this planning permission and a retrospective application under Section 73A is subsequently required, there may be CIL liability implications. The scope of any retrospective planning application will cover the chargeable development for the purposes of CIL, this will include past works that are unauthorised and any additional future works included within the planning permission. If the total floorspace of these works is over 100sqm, they will be liable to pay CIL. In such cases, no CIL exemption can be claimed, and payment will become due immediately as development for which planning permission is granted under a subsequent Section 73A or Section 177(1) application must be treated as commencing on the day any such planning permission is granted. Any demolished floorspace will not be able to be considered for offsetting if the relevant building is not on the land on the day that the permission is granted.

2. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development as set out in the NPPF.

3. Whilst it would appear from the application that the proposed development is to be entirely within the curtilage of the application site, the granting of planning permission does not authorise you to gain access or carry out any works on, over or under your neighbour's land or property without first obtaining their consent, and does not obviate the need for compliance with the requirements of the Party Wall etc. Act 1996.

4. The applicant is reminded that should there be any change from the approved drawings during the build of the development this may require a fresh planning application if the changes differ materially from the approved details. Non-material

changes may be formalised by way of an application under s.96A Town and Country Planning Act 1990.

Signed

A small, square, light green box containing a handwritten signature in black ink. The signature appears to be 'JT' or similar initials.

Justin Turvey

Head of Development Management - Place & Growth

Date: 14 October 2025

PLEASE READ THE NOTES ISSUED WITH THIS DECISION NOTICE BELOW



WOKINGHAM BOROUGH COUNCIL

TOWN AND COUNTRY PLANNING ACTS TOWN AND COUNTRY PLANNING (ENGLAND) 1990

Other statutory legislation: This decision notice relates to the above stated acts and regulations only and does not constitute approval under any other legislation.

The Town & Country Planning (Development Management Procedure) Order: This decision has been made in accordance with the requirements of the National Planning Policy Framework (NPPF) and in the requirement to work with the applicant in a positive and proactive manner.

Officer Report: An officer report explaining the decision will be available to view online.

Purchase notices: If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that the owner can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council which will require the Council to purchase the owner's interest in the land in accordance with the provisions of Chapter I of Part VI of the Town and Country Planning Act 1990.

Appeals to the Secretary of State: If your application has been **refused** by the Borough Council or **granted subject to conditions** that you are not happy with, you have the right to appeal to the Planning Inspectorate (under Section 78 of the Town and Country Planning Act 1990). This must be within the timeframes set out below. Please note an extension of time for lodging an appeal is unlikely to be granted except in special circumstances.

12 weeks from the decision date above in the case of a refusal of a 'householder' application:
Being the refusal of an application for planning permission to alter or extend a house, or for works within the curtilage of a house; or,
Being the refusal to approve details submitted as required by a condition imposed on a permission granted for a householder application.

12 weeks from the decision date above in the case of a refusal of a 'minor commercial' application:
Being the refusal of an application for development of an existing building or part of a building currently in use for purposes in Use Classes A1, A2, A3, A4 and A5

where the proposal does not include a change of use, a change to the number of units, development that is not wholly at ground floor level and/or does not increase the gross internal area of the building.

6 months from the decision date above in the case of all other appeals made under s78(1) or s20 of the above Acts relating to a decision on a planning application or listed building/conservation area consent application.

6 months from the decision date above in the case of any appeal made under s78 (2) of the Act in respect of a failure to give a decision within the statutory period.

The Planning Inspectorate is an Executive Agency reporting to the Secretary of State for Communities and Local Government. The Inspectorate has an online appeals service with information and guidance about the process. You can submit [full application appeals](#) and [householder application appeals](#) with the new appeals service. [Other application types](#) should be submitted on the current appeal service. Alternatively, you can obtain a form from the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN, 0303 444 5000 or through the [Inspectorate's website](#). Please note all documents will be published online by the Planning Inspectorate and therefore you should not include personal information you do not wish to be displayed in this way. This includes personal information of third parties.

In the event of a grant of planning permission, please note the following:

Community Infrastructure Levy (CIL): When planning permission is granted for a development that is CIL the Council will issue a liability notice as soon as practicable after the day on which the planning permission first permits development. Completing 'Form 2', the assumption of liability notice, is a statutory requirement for the liable party(ies) to be completed for all CIL liable applications. Advice on how the Regulations may impact you and how you can properly discharge the relevant legal requirements including paying any relevant CIL charge that may be due is available on our [Community Infrastructure Levy advice \(wokingham.gov.uk\)](http://wokingham.gov.uk) website pages.

Discharge of Conditions: This consent may contain conditions that require further approval by submission of an application for approval of details reserved by condition and the appropriate fee. Application forms can be obtained for this purpose by visiting the [Planning Portal](#).

Street Naming and Numbering for new dwellings: If this notice relates to approval of new dwellings, please ensure that you contact the Council at least 16 weeks before the commencement on site to arrange for an address and post code to be allocated. Details can be obtained from streetnamingandnumbering@wokingham.gov.uk. Failure to contact the street naming and numbering department at least 16 weeks before commencement on site will result in the addressing and post code for the development being delayed.

Access to privately owned land: The applicant is reminded that this permission does not give right of entry to land not in the ownership of the applicant. Permission must be sought from any other landowner(s) if access is required.

Gas Mains and Services: Building over a gas main or service that is located within your site could cause damage to pipework or potential gas leaks within buildings. You should check for information relating to services within your site at [Home - LinesearchbeforeUdig \(lsbud.co.uk\)](http://Home-LinesearchbeforeUdig.lsbud.co.uk) and contact the Plant Protection Team at SGN on 0800 912 1722 or plantlocation@sgn.co.uk. If necessary, contact National Gas Transmission for high pressure gas pipelines on box.assetprotection@nationalgas.com or 0800 970 7000.

Building Regulations: The development subject to this permission may also require Building Regulation approval to ensure it is built to national safety, design, and environmental standards. The Council's Local Authority Building Control (LABC) service offers a full range of plan approval, inspection, and associated services through an ISO9001 nationally accredited team of qualified building surveyors. These surveyors work closely with the Council's planning department to ensure the appropriate construction of your build. To find out more visit the Council's [Building Control website](#) or call 0300 790 0580 to speak to a member of the team.

Fire Regulations: In accordance with the Berkshire Act 1986, when Building Regulation applications are submitted for building(s) or extensions, the Local Authority will reject the plans unless, after consultation with the fire authority, they are satisfied that the plans show the following:

- i) That there will be adequate means of access for the fire brigade to the building(s) or the extended building(s); and,
- ii) That the building(s) or extension(s) will not render inadequate any existing means of access for the fire brigade to a neighbouring building.

Biodiversity Net Gain: The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for the development of land in England is deemed to have been granted subject to the condition “(the biodiversity gain condition)” that development may not begin unless:

- a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission would be Wokingham Borough Council.

Biodiversity Net Gain Exemptions and Transitional Arrangements: There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These are set out in [paragraph 17 of Schedule 7A of the Town and Country Planning Act 1990](#) the [Biodiversity](#)

[Gain Requirements \(Exemptions\) Regulations 2024](#), and [The Environment Act 2021 \(Commencement No. 8 and Transitional Provisions\) Regulations 2024](#).

Biodiversity Net Gain Irreplaceable Habitat: If the onsite habitat includes irreplaceable habitat (within the meaning of [The Biodiversity Gain Requirements \(Irreplaceable Habitat\) Regulations 2024](#)) there are additional requirements. The Biodiversity Gain Plan must include, in addition to information about steps taken or to be taken to minimise any adverse effect of the development on the habitat, information on arrangements for compensation for any impact the development has on the biodiversity of the irreplaceable habitat.

The planning authority can only approve a Biodiversity Gain Plan if satisfied that the adverse effect of the development on the biodiversity of the irreplaceable habitat is minimised and appropriate arrangements have been made for the purpose of compensating for any impact which do not include the use of biodiversity credits.

Biodiversity Net Gain Section 73(2D): If planning permission is granted on an application made under section 73 of the Town and Country Planning Act 1990 (application to develop land without compliance with conditions previously attached) and a Biodiversity Gain Plan was approved in relation to the previous planning permission (“the earlier Biodiversity Gain Plan”) there are circumstances when the earlier Biodiversity Gain Plan is regarded as approved for the purpose of discharging the biodiversity gain condition subject to which the section 73 planning permission is granted. Those circumstances are that the conditions subject to which the section 73 permission is granted:

- i. do not affect the post-development value of the onsite habitat as specified in the earlier Biodiversity Gain Plan, and
- ii. in the case of planning permission for a development where all or any part of the onsite habitat is irreplaceable habitat the conditions do not change the effect of the development on the biodiversity of that onsite habitat (including any arrangements made to compensate for any such effect) as specified in the earlier Biodiversity Gain Plan.

Biodiversity Net Gain Phase Development: If the permission which has been granted has the effect of requiring or permitting the development to proceed in phases, the modifications in respect of the biodiversity gain condition which are set out in Part 2 of [The Biodiversity Gain \(Town and Country Planning\) \(Modifications and Amendments\) \(England\) Regulations 2024](#) apply. In summary: Biodiversity gain plans are required to be submitted to, and approved by, the planning authority before development may be begun (the overall plan), and before each phase of development may be begun (phase plans).

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252119
Site Address:	5 Lockhart Drive, Wokingham, Wokingham, RG40 5BF
Expiry Date:	4 November 2025
Site Visit Date:	2/10/2025
Proposal: Householder application for the proposed loft conversion with 3no. rooflights and 1no. rear dormer.	

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 CP6 – Managing Travel Demand CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC05 – Renewable Energy and Decentralised Energy Networks CC06 – Noise CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development DM2 - Climate Change – Mitigation and Adaptation
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements DH1 – Place making and quality design DH2 – Safeguarding amenity
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
251741	Application for a certificate of lawfulness for the proposed erection of 1no. dormer to the rear plus roof lights following conversion of loft to create habitable accommodation.	Refused, 28/09/2025

CONSULTATION RESPONSES

Internal

WBC Highways – No objections, subject to a condition.
WBC CIL – No comments received.

External

None consulted.

REPRESENTATIONS

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

APPRAISAL

Site Description:

The application site relates to a two storey, link detached house located in an established residential area that is primarily characterised semi-detached and linked detached properties set in discernible groupings which are distinguished by repeated house type.

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 flat-roof rear dormer extension would be set down from the main ridge

and inset from the eaves of the host property. The extension would therefore appear clearly subservient to the host dwelling, maintaining the dominance of the original roof form. Similar dormer extensions, albeit generally smaller in scale, are present elsewhere in the surrounding area, meaning the proposal would not appear visually out of place and overall, would not adversely impact the character of the area.

The proposed 3.no roof lights on the front elevation are of appropriate design and scale and would not appear as incongruous features in their residential setting. As a result, the new roof lights would have an acceptable impact on the character of the area.

Neighbouring Amenity:

Overlooking:

The new windows on the front elevation would overlook the front driveway and public realm. As these windows would maintain over 15 metres separation from properties across the street, any overlooking concerns are minimal.

The proposed rear dormer windows would be sited over 38 metres from the rear elevation of the neighbouring dwelling to the immediate west, at No. 5 Ayres Grove. Given this separation, any potential overlooking or loss of privacy is considered minimal.

Loss of Light and Overbearing:

The proposed extension would be suitably located and of modest proportions not to pose any unreasonable concerns of overbearing or loss of light impacts.

Highway Access and Parking Provision:

The Council's Highways Officer has reviewed this application and considers that the three off-street parking spaces would be sufficient for a dwelling of this size, and in accordance with the council's Parking Standards. As such, there are no highways issues. As the proposals would increase the number of habitable rooms from 6 to 7, the Highways Officer advises that the existing side garage is retained for vehicle parking only. A suitable condition will be attached to any approval.

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:	Approval
Date:	8 October 2025
Earliest date for decision:	30 September 2025

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	14.10.2025

Location Plan

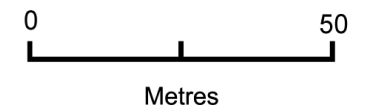
Site Address: 5, Lockhart Drive, Wokingham, RG40 5BF

Date Produced: 08-Sep-2025

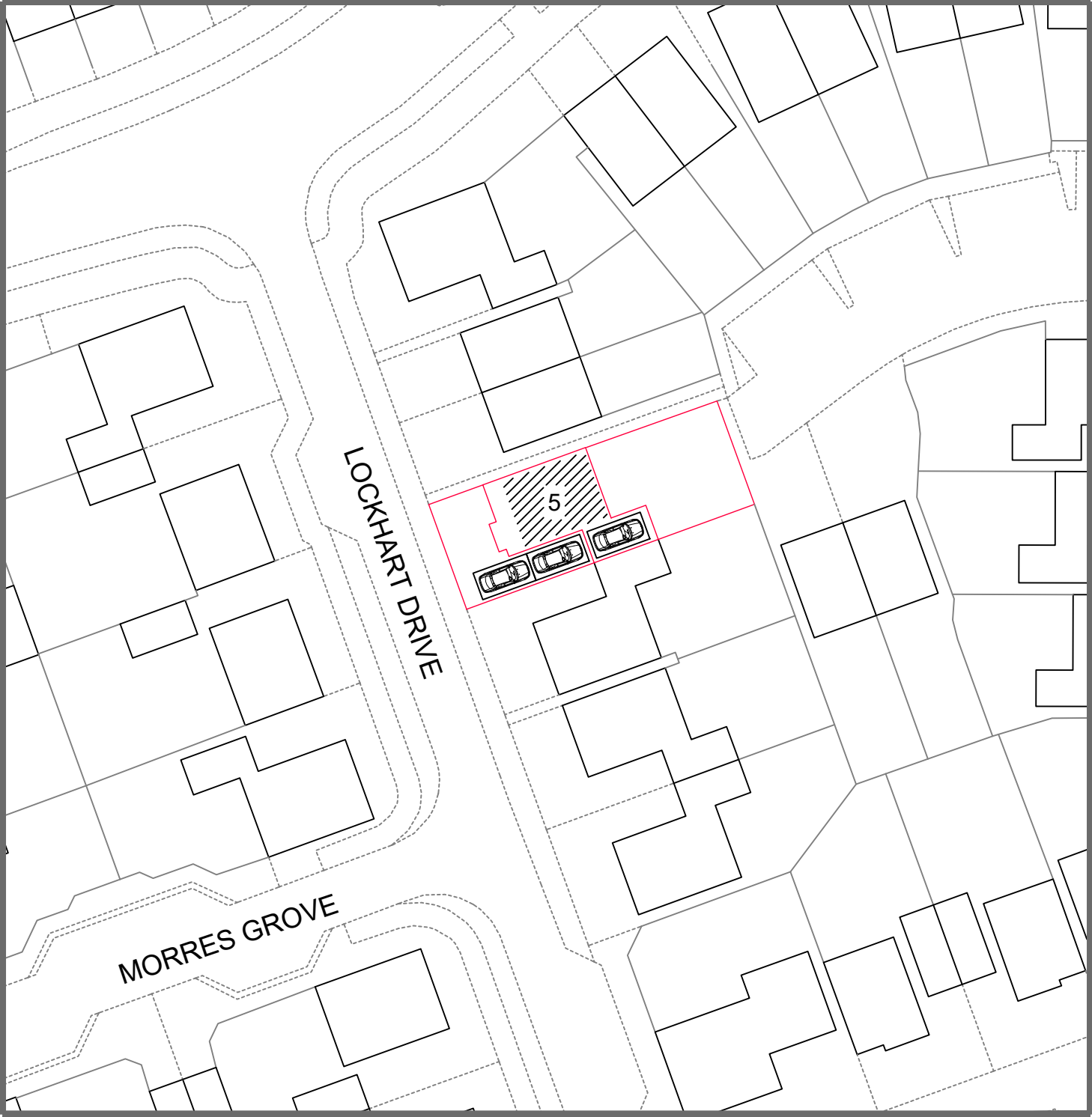
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Planning Portal Reference: PP-14307660v1



Planning Issue Drawings



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**IT IS THE HOME OWNERS
RESPONSIBILITY TO OBTAIN PARTY
WALL, LINE OF JUNCTION OR NOTICE
OF ADJACENT EXCAVATION
AGREEMENTS.**

Client Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

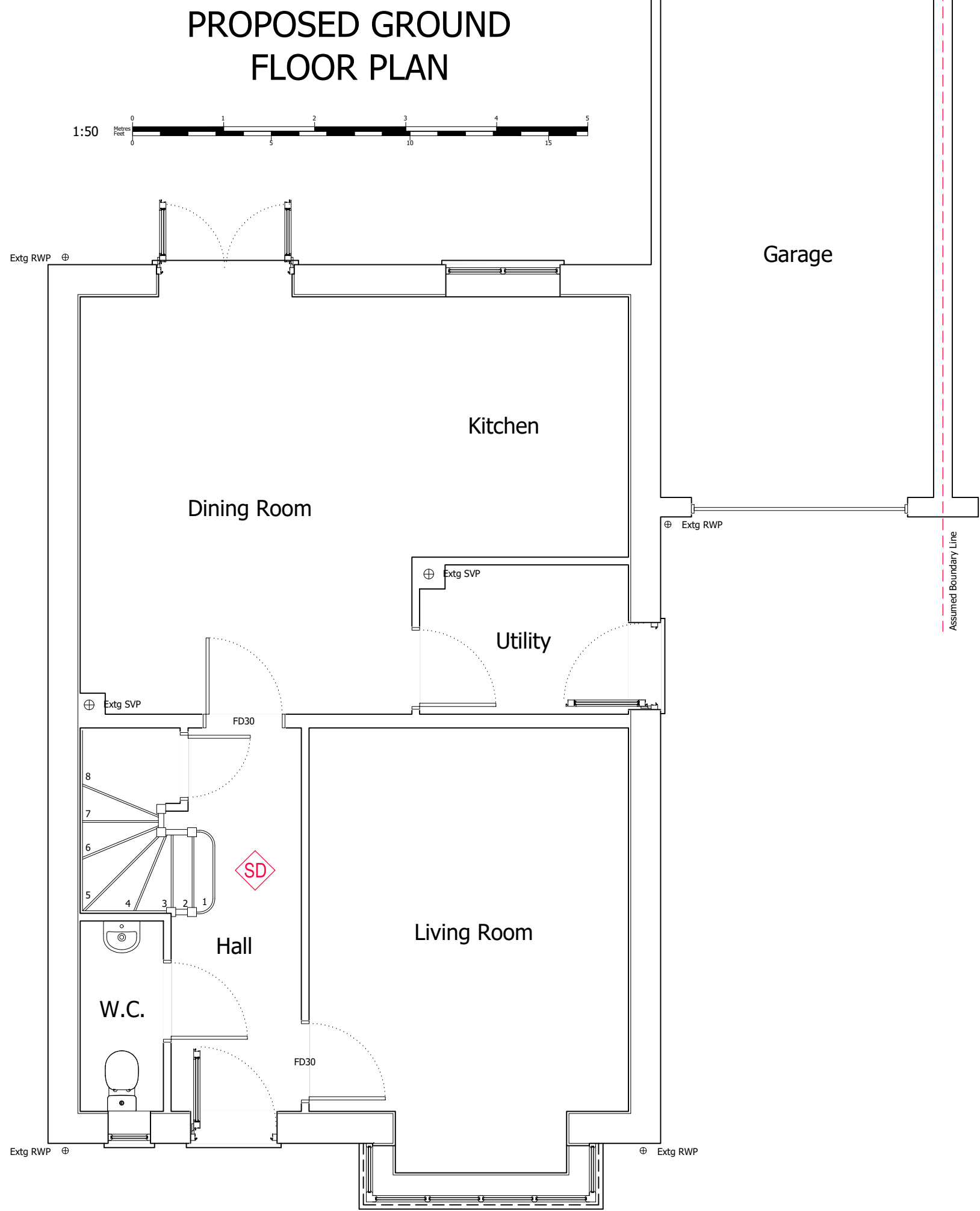
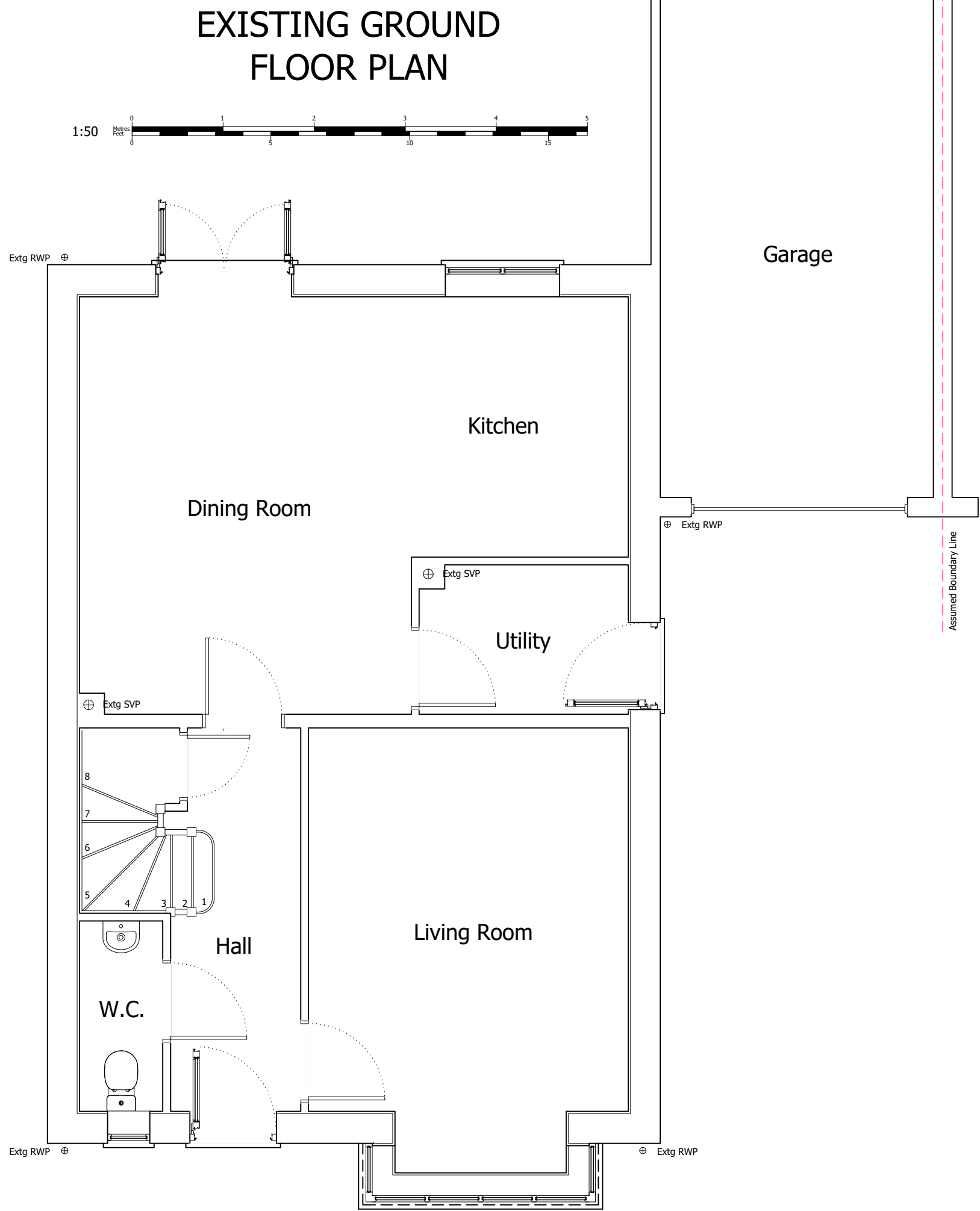
Block Plan

Drawing Number:	Revision:
Drawing 14	B

Date issued:	Drawn by:
02/07/2025	JW

Scale: 1:500 @ A3





Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Existing & Proposed Ground Floor Plans

Drawing Number:

1

Date issued:

02/07/2025

Scale:

1:50 @ A2

Revision:

B

Drawn by:

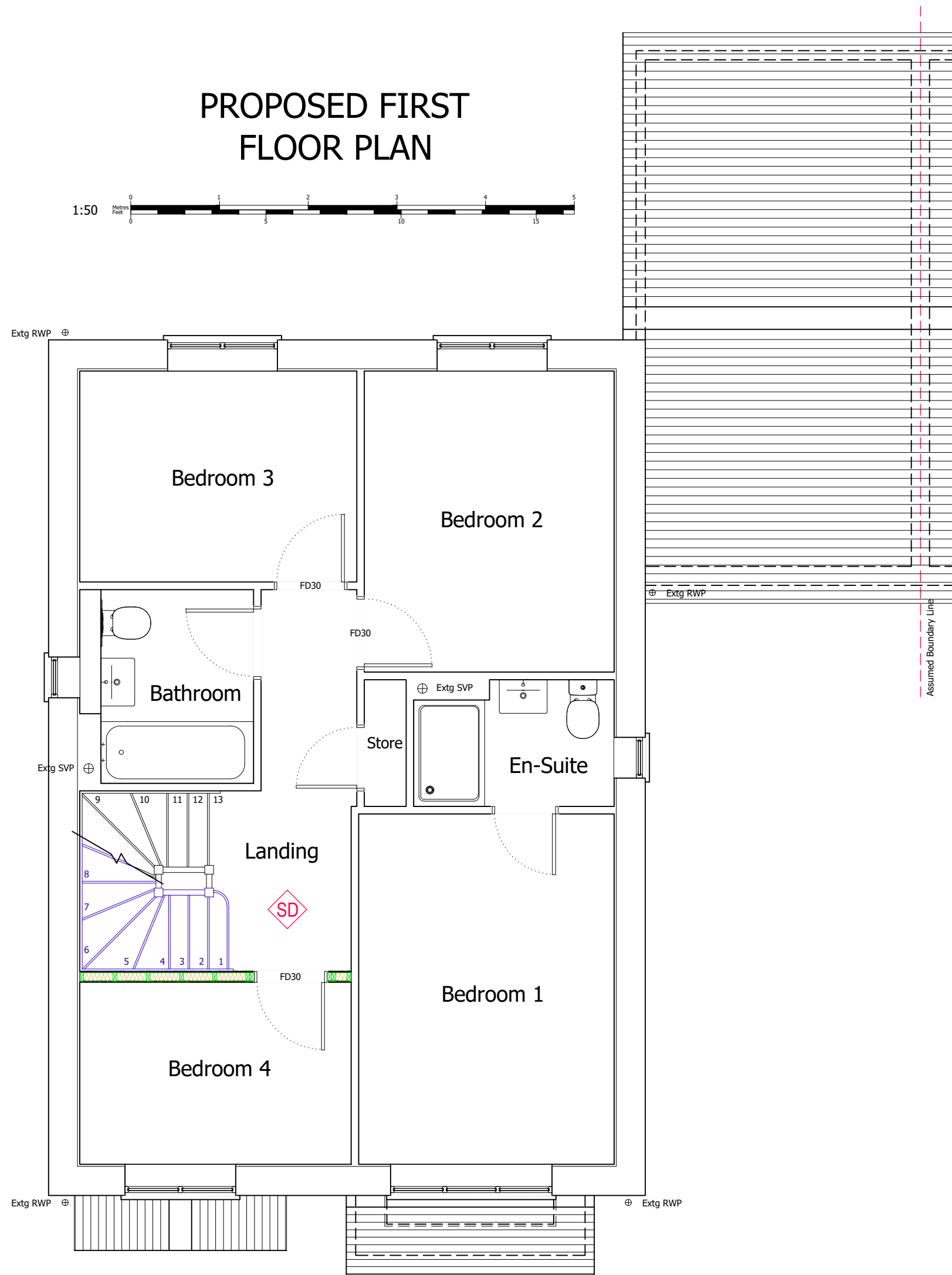
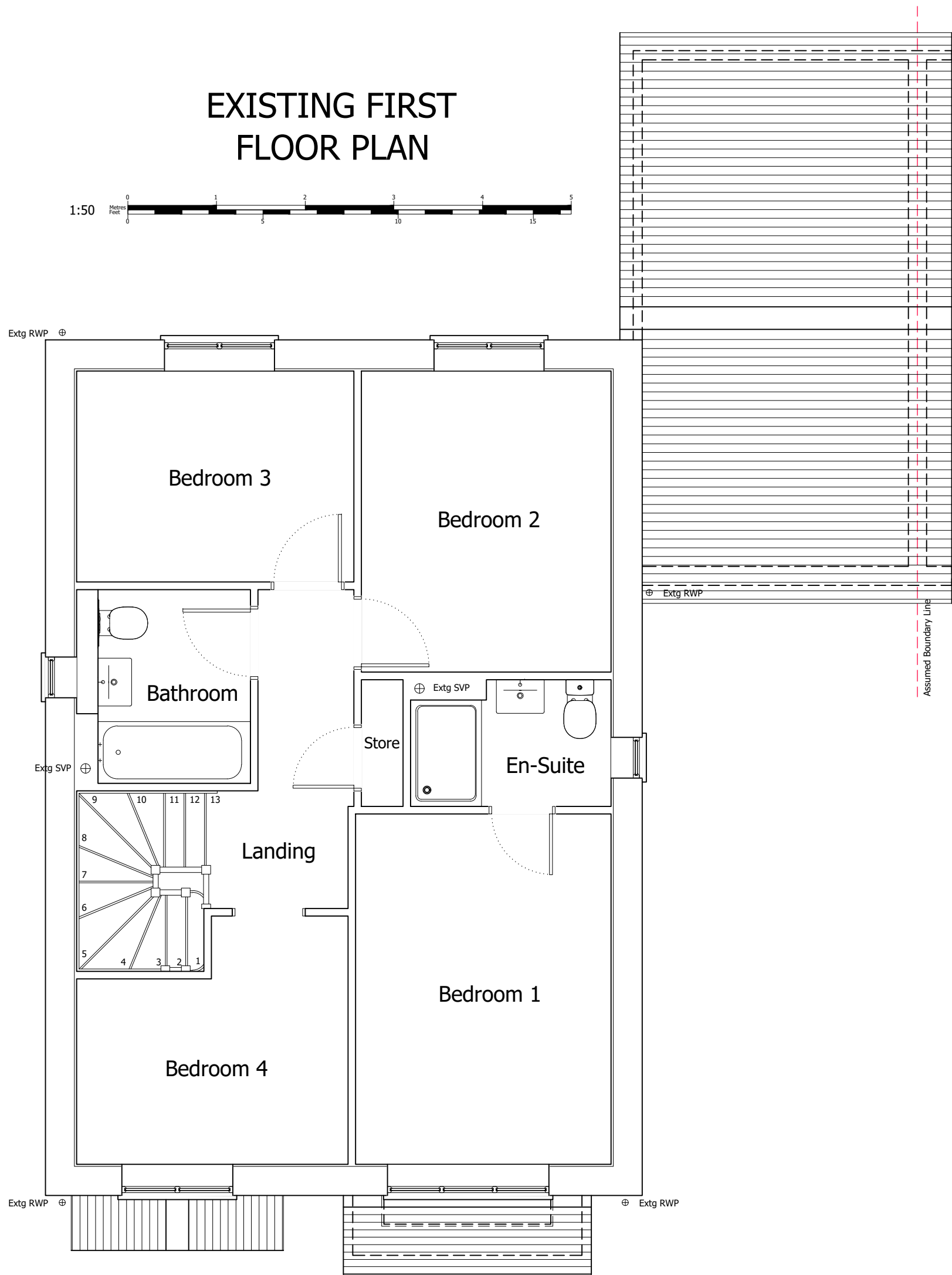
JW

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Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Existing & Proposed First Floor Plans

Drawing Number:

2

Date issued:

02/07/2025

Scale:

1:50 @ A2

Revision:

B

Drawn by:

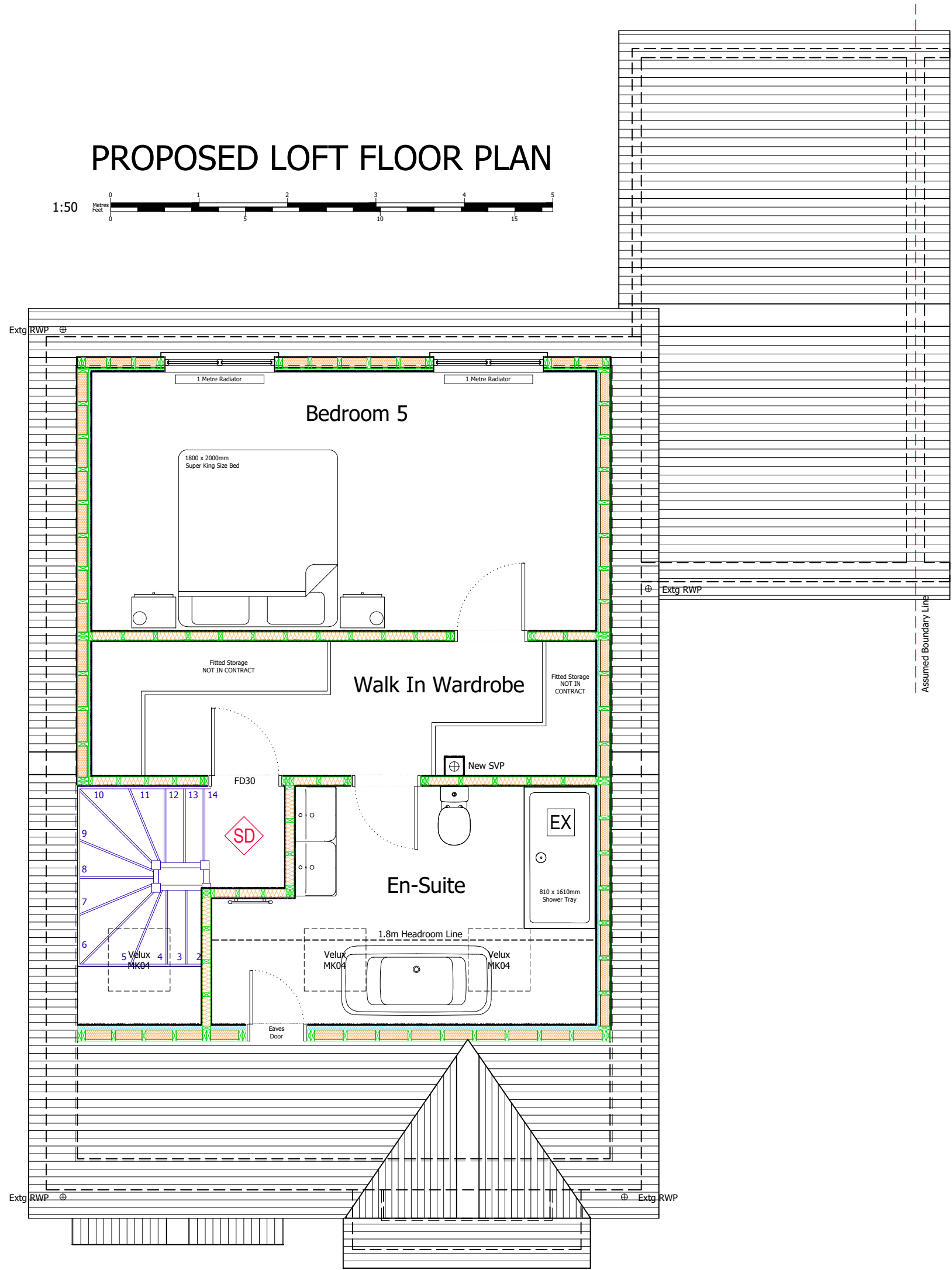
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Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Proposed Loft Floor Plan

Drawing Number:

3

Date issued:

02/07/2025

Scale:

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Revision:

B

Drawn by:

JW

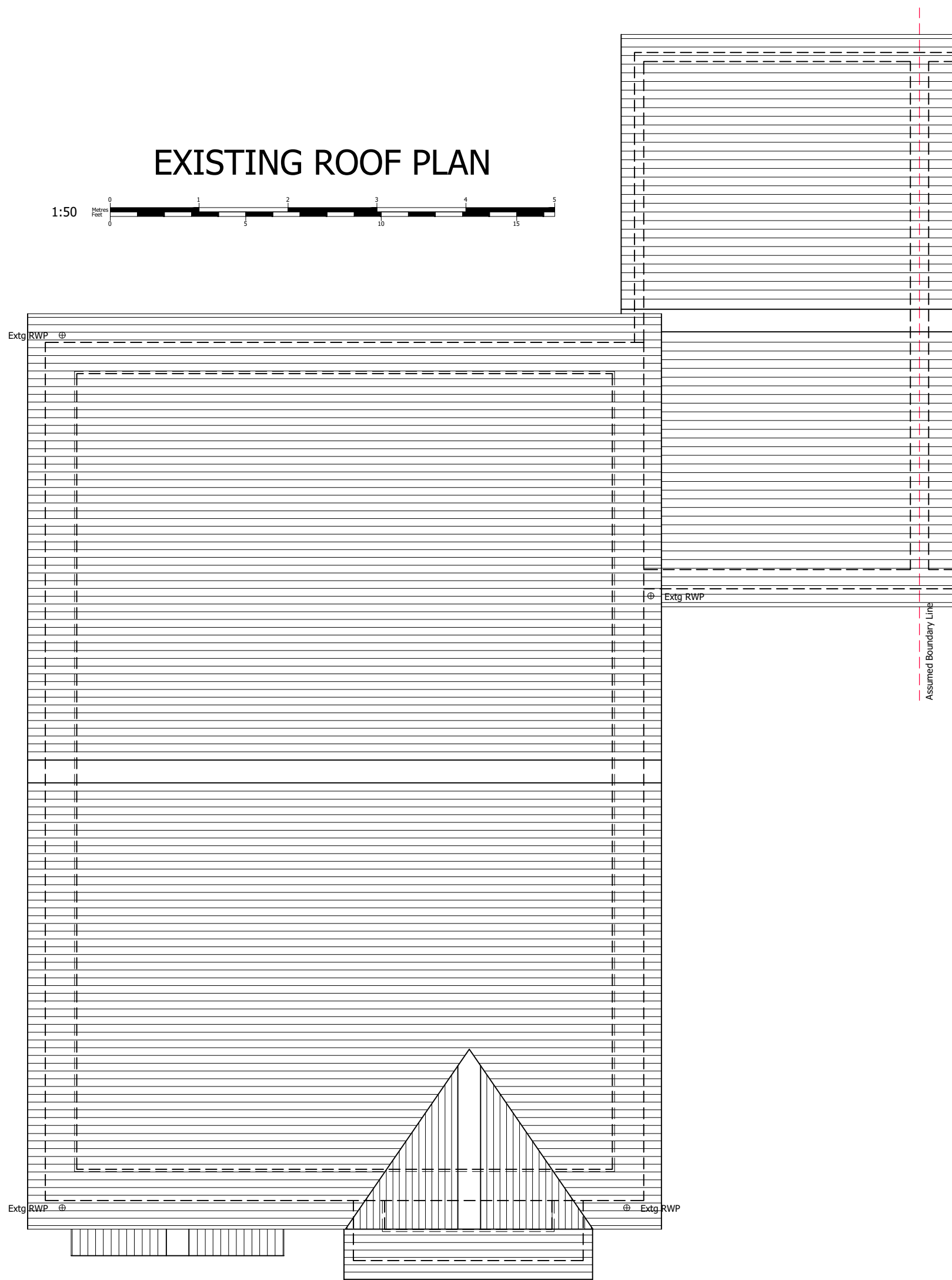
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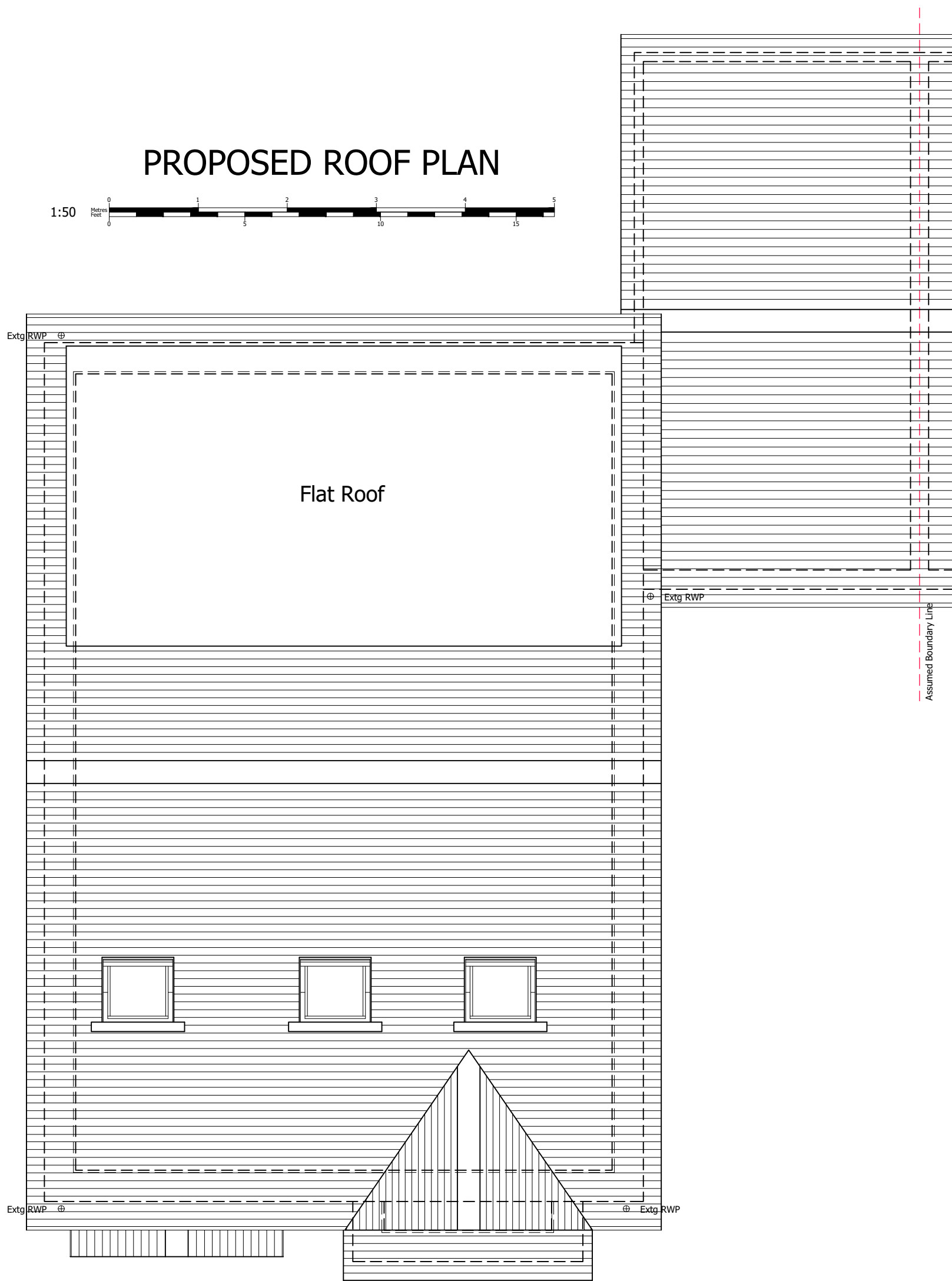
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EXISTING ROOF PLAN



PROPOSED ROOF PLAN



Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Existing & Proposed Roof Plans

Drawing Number:

4

Date issued:

02/07/2025

Scale:

1:50 @ A2

Revision:

B

Drawn by:

JW

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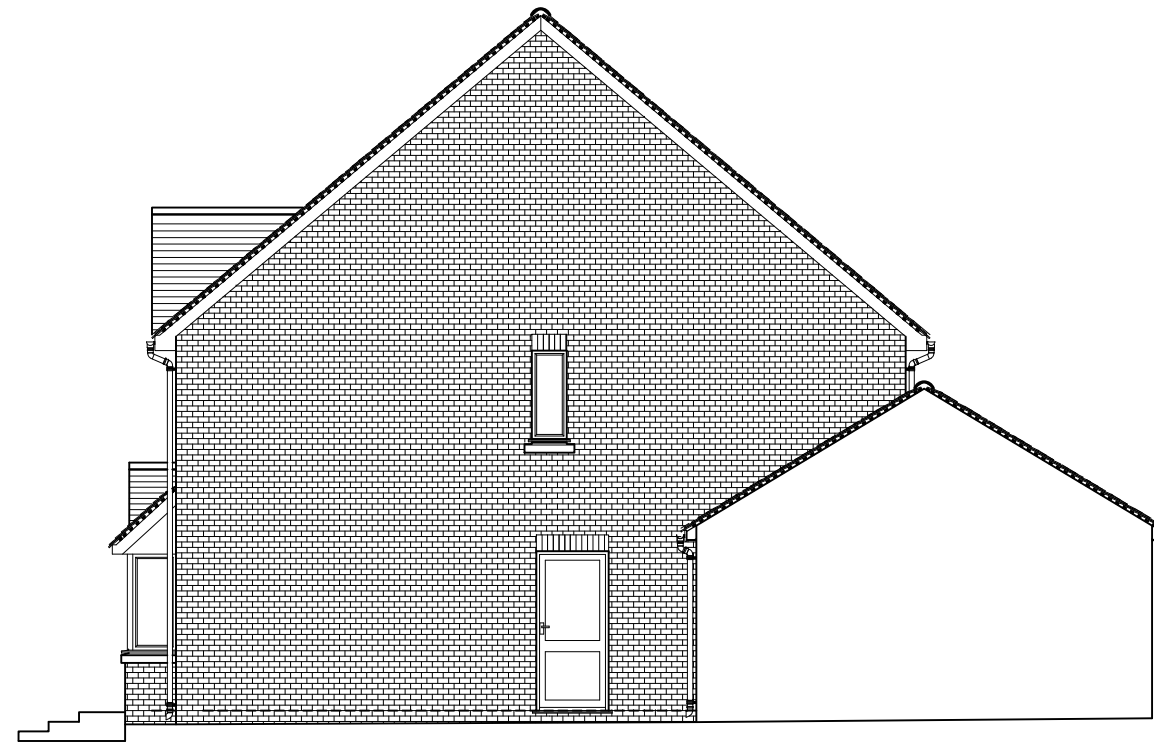
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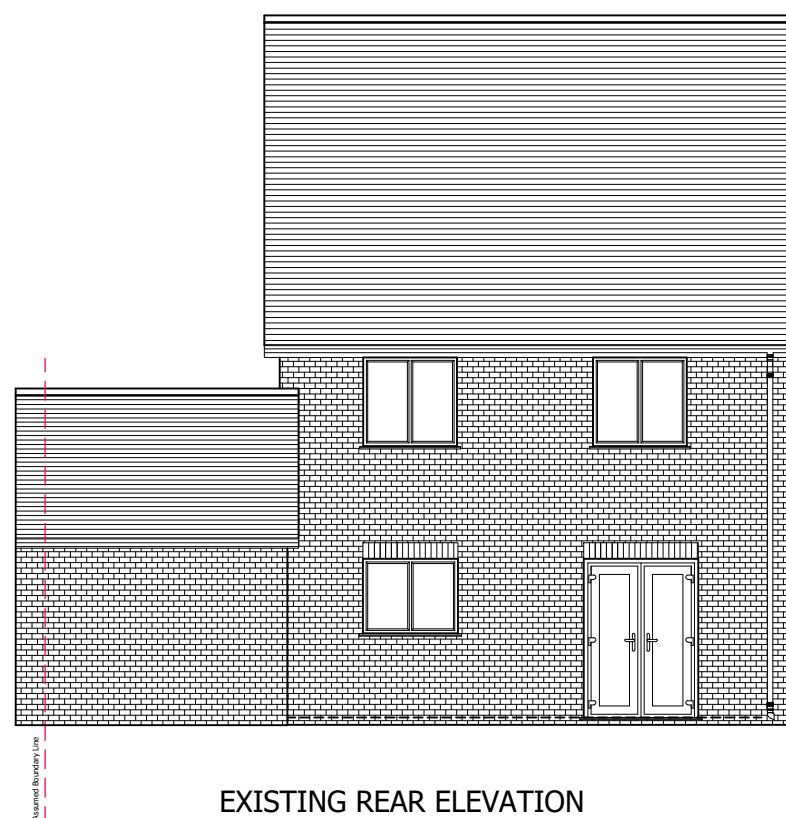
IT IS THE HOME OWNERS RESPONSIBILITY TO OBTAIN PARTY WALL, LINE OF JUNCTION OR NOTICE OF ADJACENT EXCAVATION AGREEMENTS.



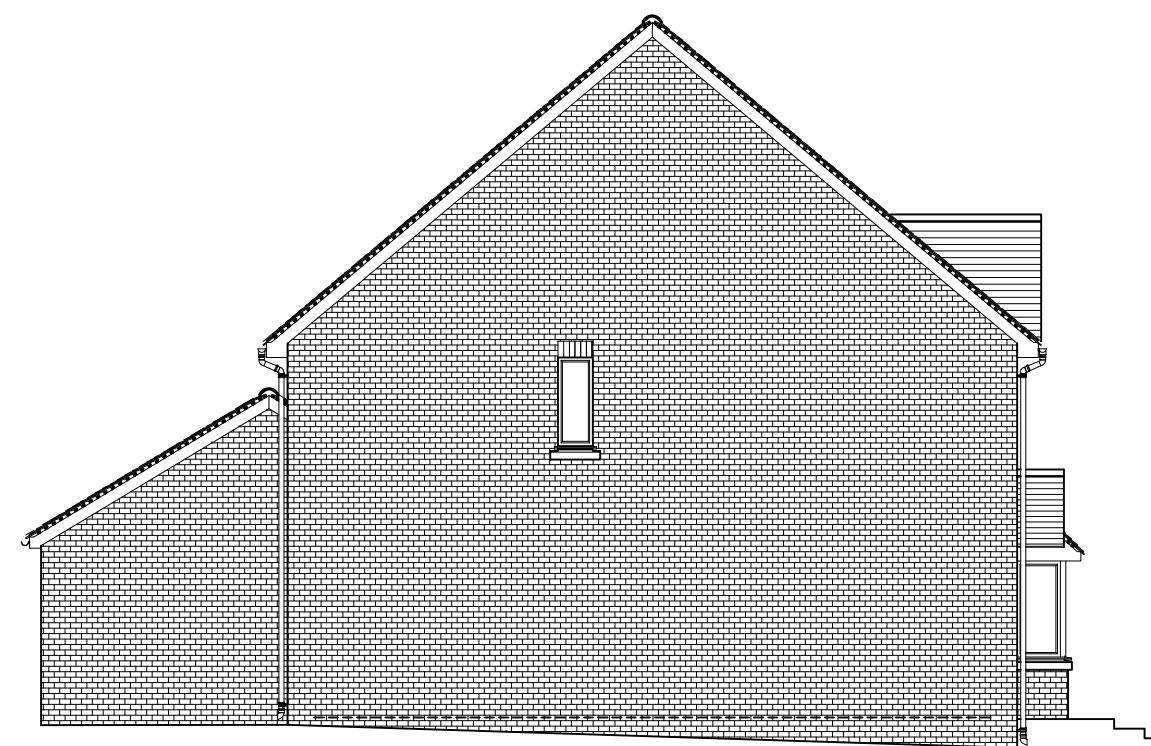
EXISTING FRONT ELEVATION



EXISTING RIGHT SIDE ELEVATION



EXISTING REAR ELEVATION



EXISTING LEFT SIDE ELEVATION

Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Drawing Title:

Existing Elevations

Drawing Number:

5

Date issued:

02/07/2025

Scale:

1:100 @ A2

Revision:

B

Drawn by:

JW

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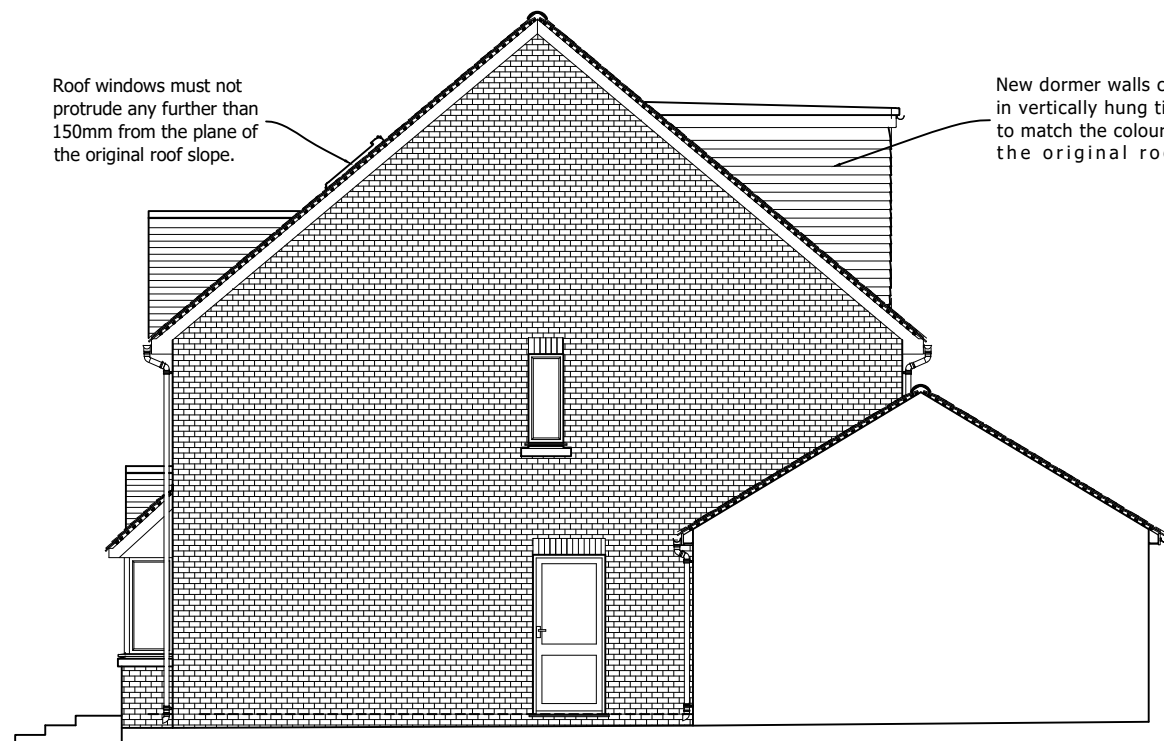
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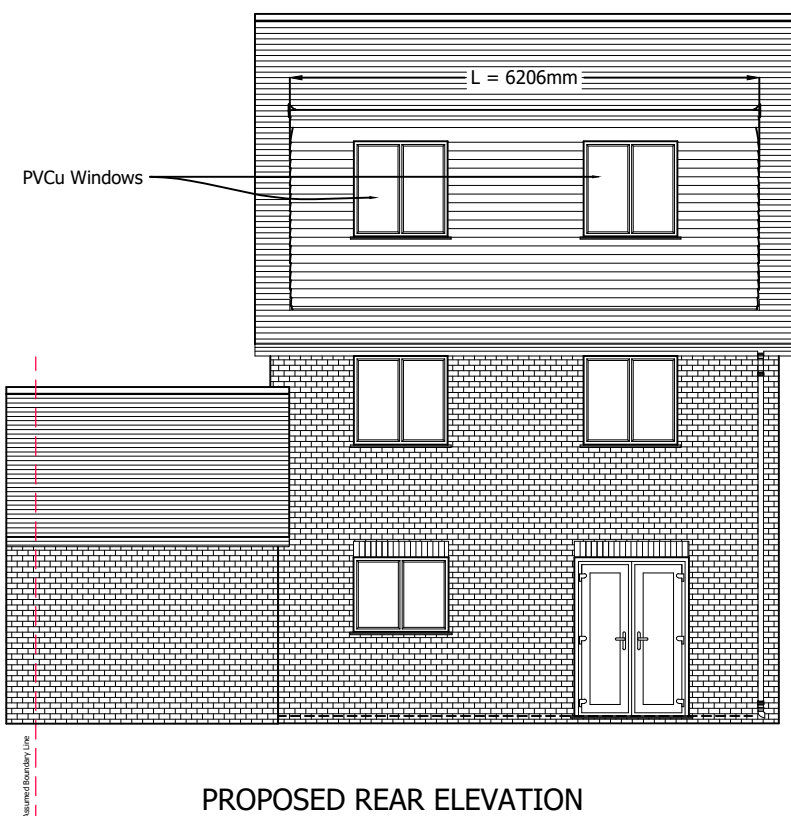




PROPOSED FRONT ELEVATION

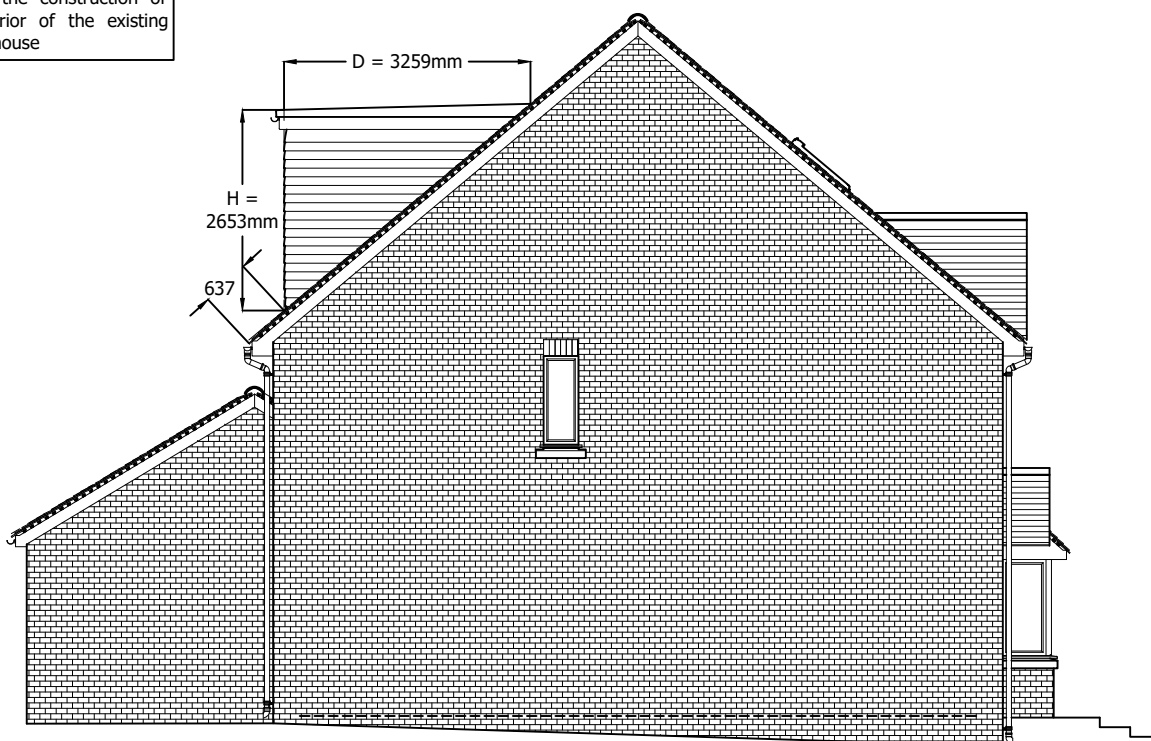


PROPOSED RIGHT SIDE ELEVATION



PROPOSED REAR ELEVATION

All materials used in any exterior work shall be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse



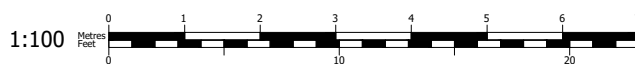
PROPOSED LEFT SIDE ELEVATION

Volume Calculations:

V1 : Volume Added by Rear Dormer Only

L = 6.206m
H = 2.653m
D = 3.259m

V1 : = $((2.653 \times 3.259)/2) \times 6.206 = 26.83\text{m}^3$



Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Proposed Elevations

Drawing Number:

6

Date issued:

02/07/2025

Scale:

1:100 @ A2

Revision:

B

Drawn by:

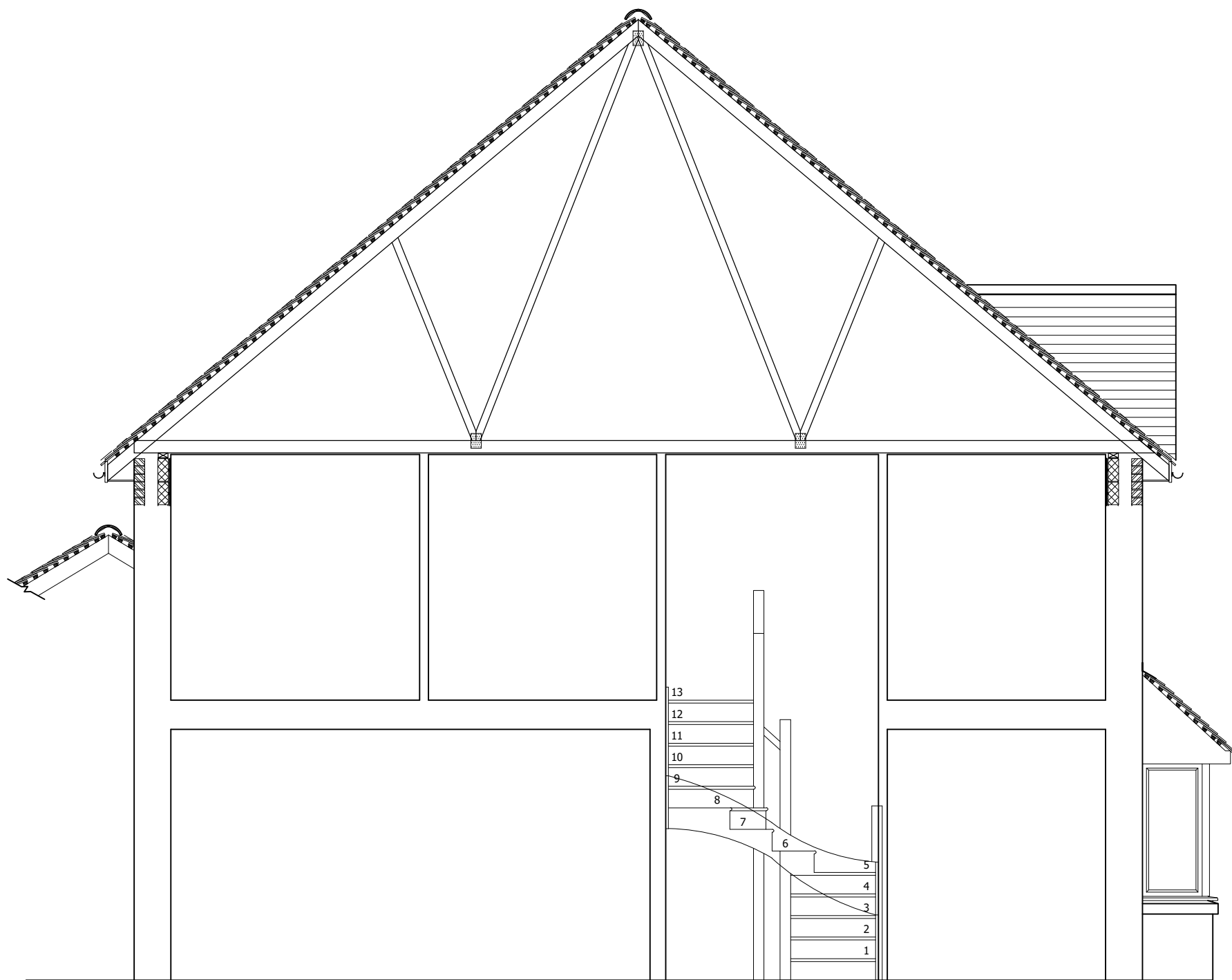
JW

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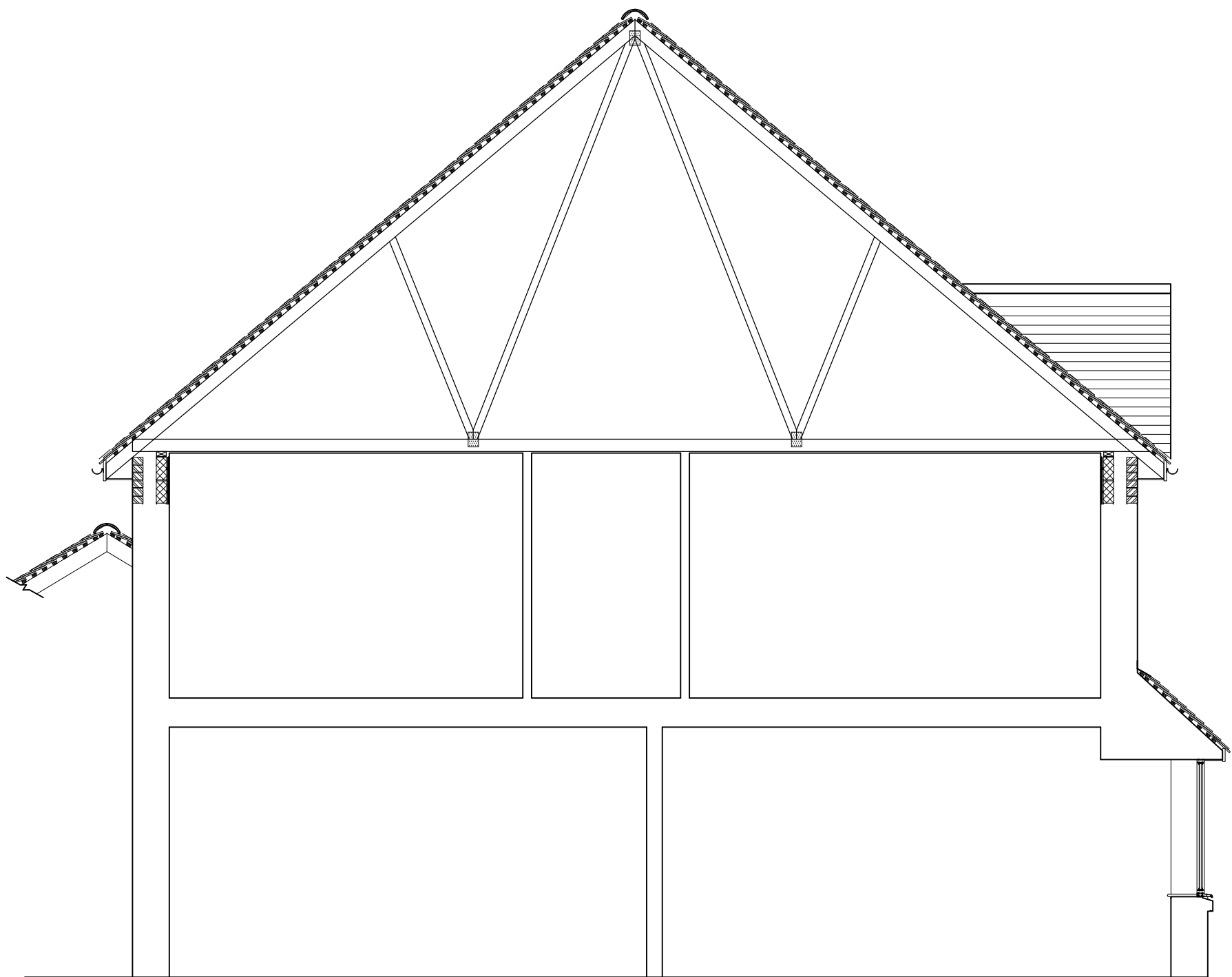
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EXISTING SECTION A-A



EXISTING SECTION B-B



Internal First Floor Level (+2.680m)

Internal Ground Floor Level (+0.000m)

Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Existing Sections

Drawing Number:

7

Date issued:

02/07/2025

Scale:

1:50 @ A2

Revision:

B

Drawn by:

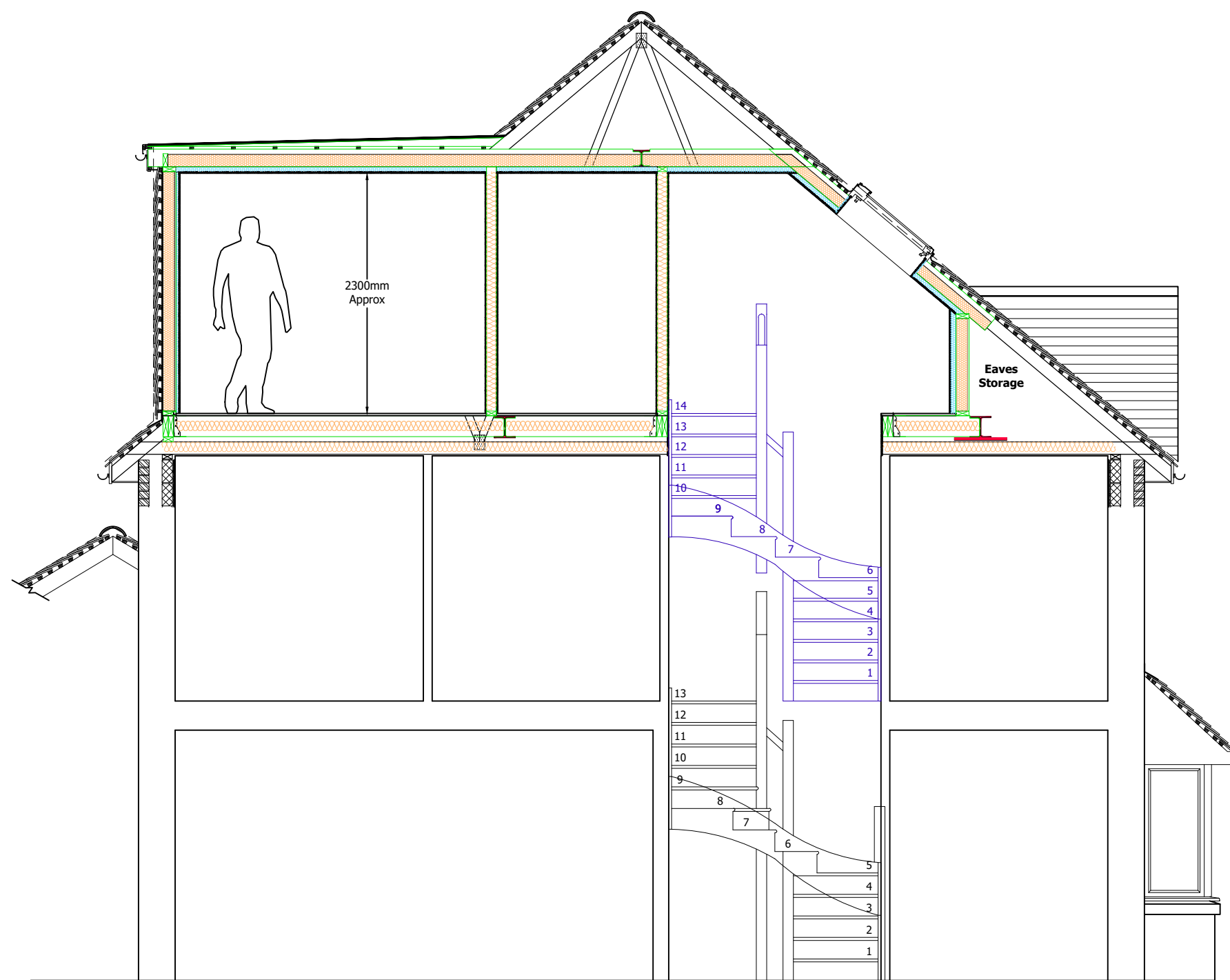
JW

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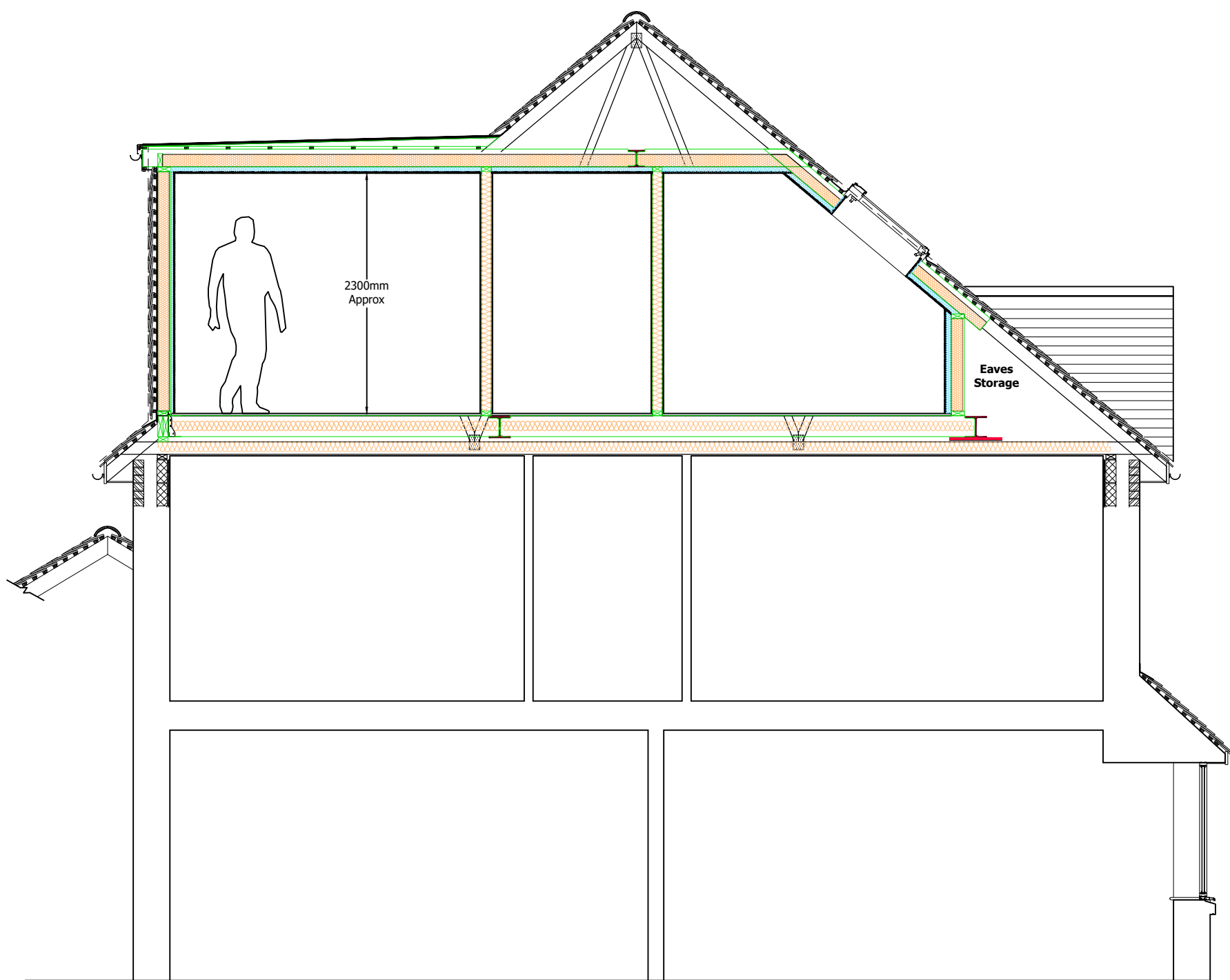
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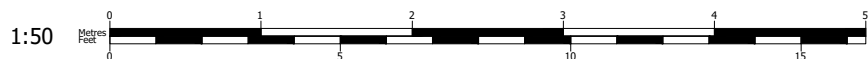
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PROPOSED SECTION A-A



PROPOSED SECTION B-B



Internal First Floor Level (+5.438m)

Internal First Floor Level (+2.680m)

Internal Ground Floor Level (+0.000m)

Homeowners Name (s):

Mr & Mrs Gandega

Site Address:

5 Lockhart Drive
Wokingham
RG40 5BF

Local Authority:

Wokingham Borough Council

Project Description:

Loft Conversion

Drawing Title:

Proposed Sections

Drawing Number:

8

Date issued:

02/07/2025

Scale:

1:50 @ A2

Revision:

B

Drawn by:

JW

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