

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252308
Site Address:	5 The Copse, Wargrave, Wokingham, RG10 8AU
Expiry Date:	1 December 2025
Site Visit Date:	3 October 2025
Proposal: A House holder application for the proposed, garage conversion, two single storey front extensions, and changes to fenestration including installation of 4 roof lights.	

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 CC07 – Parking
Joint Minerals and Waste Plan (JMWP)	DM1 - Sustainable Development
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS3 – Development within or adjacent to major and modest settlements SS4 – Development within or adjacent to minor settlements C5 – Parking and electric vehicle charging
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List Wargrave Parish Design Statement

PLANNING HISTORY

Application No.	Description	Decision & Date
990243	Proposed First Floor Side Extension To Dwelling	Approved – 14/07/1999

CONSULTATION RESPONSES

Internal

WBC Highways – No objection subject to conditions

External

None consulted

REPRESENTATIONS

Wargrave Parish Council	No objection
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL

Site Description:

The application site comprises a modest two-storey detached dwelling located within Wargrave. The proposal seeks permission to convert the existing garage and construct two single-storey front extensions, each measuring c 1.73sqm, incorporating bay window installations, with flat roofs and rooflight installations.

The Copse, Wargrave presents a relatively consistent street scene, predominantly featuring detached dwellings with integrated garages. While there is no established pattern of garage conversions or bay window installation in the immediate context, the proposal is heavily screened by front vegetation and only oblique views of the front elevation can be afforded from the street scene.

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, within the development limits of Wargrave 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:

CP1 of the Core Strategy states that the proposed external alterations should

maintain the high quality of the environment.

CP3 of the Core Strategy states that the proposed external alterations should be of appropriate scale, mass, bulk, height, materials and of high-quality design.

The proposed garage conversion would involve the removal of the existing garage door and replacement with matching brick and a new bay window. This element by virtue of screening in the applicant's ownership would not be visible from the street scene, nor would appear incongruous in its context.

The two proposed single-storey front extensions, each measuring at c1.73sq m, would incorporate bay window installations beneath a flat roof. The front projections do not exceed the prevailing building line established by the existing porch.

The modest scale of the front bay window extension ensures that the extensions remain subservient to the main dwelling and does not visually dominate the frontage. Further, given the surrounding vegetation, visibility from the public would be limited, ensuring no adverse impact on the established character of the area.

The four proposed roof lights are modest in scale and positioned to avoid any overlooking or loss of privacy to neighbouring properties, moreover they will be mostly screened by the frontal vegetation and have no detrimental impact on the character of the area.

With the above in mind, the proposed garage conversion, front projecting bay window extensions and rooflight would comply with CP1 and CP3 of the Core Strategy and the BDG.

Neighbouring Amenity:

Overlooking/Loss of Light:

The proposed extensions are single storey, with modest height and limited projection, and do not extend beyond the prevailing front building line. As such, they are not anticipated to result in any significant loss of light or overlooking to adjoining properties.

Overbearing:

Given their small footprint, the extensions will not appear overbearing or intrusive when viewed from neighbouring properties. The proposal therefore accords with the amenity principles set out in the Borough Design Guide and Core Strategy Policy CP3.

Highway Access and Parking Provision:

In accordance with the Borough Design Guide (BDG), where an existing garage is converted into habitable accommodation, the resulting loss of a parking space should be compensated for within the site, however, this is locationally dependent. The dwelling benefits from a retained driveway capable of accommodating two vehicles, which meets local parking standards for a property of this size. The garage conversion therefore accords with BDG guidance and is considered acceptable.

Officers note the recommendations made by the Highways Team; however, these are considered to be unreasonable in this context and would not accord with at least one of the 6 tests for a planning condition within the NPPF/PPG.

The proposal includes converting the existing garage to form a studio and utility room, which results in the loss of half a parking space. The suggestion to pave over the front garden to create an additional parking space is therefore disproportionate, unnecessary, and would be harmful to the character and appearance of both the property and the wider street scene.

Furthermore, the conversion does not increase the number of habitable rooms to a degree that would generate additional parking demand, making the requirement for an extra space unjustified. It is also noted that on-street parking is commonly used by several dwellings in the immediate area.

Conclusion:

The proposed development represents a modest garage conversion and pair of front bay window extensions and roof lights. The proposal would preserve the character of the dwelling and surrounding street scene while safeguarding neighbouring amenity and maintaining acceptable parking provision.

The development is therefore recommended for 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:	Approved
Date:	24 November 2025
Earliest date for	27 October 2025

decision:	
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Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	26.11.2025

PLANNING CONSTRAINTS/STATUS

- *Groundwater Consultation Zones*
- *Bat Roost Habitat Suitability*
- *Great Crested Newt Impact Risk Zones*
- *Landscape Character Assessment 2019*
- *Ward – Thames*
- *Parish – Wargrave*