APPLICATION NO:
F/2000/1089

LOCATION:
Willmett& Co 60 Headley Road, Woodley Reading.

APPLICANT:
Willmett & Co C/O M G Humphrey A.R.I.C.S.

PROPOSAL:
Proposed single storey rear extension to office.

EARLIEST DATE FOR DECISION: **05/05/2000**

APPLICATION EXPIRY DATE: **23/05/2000**

CASE OFFICER: **Nicola Lake**

26 June 2000

RAILEX
Marbleboard

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Willmett & Co
C/O M G Humphrey A.R.I.C.S.
81 Green Lane
Burnham
Bucks
SL1 8EG

Application Number: F/2000/1089

Parish: **WOODLEY**

Location: **Willmett & Co 60, Headley Road, Woodley, Reading.**

Proposal: **Proposed single storey rear extension to office.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. All new external works shall be carried out in materials that resemble in size, colour and texture, those of the existing building.

Condition
3. The area shown on the permitted drawings for vehicle parking shall be kept available for such use and no development, whether permitted by the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking and re-enacting that Order) or not, shall be carried out on the land so shown or in such a position as to preclude vehicular access to this parking space.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. To ensure a satisfactory external appearance.

Reason
3. Development without adequate provision for vehicle parking would lead to parking inconvenient to other road users and detrimental to highway safety.

John Mitchell
Development Control Manager
Date: 27/06/2000

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

Tel. 0118 974 6463 (Direct Line)

Date. 22 May, 2001

My ref. JM/JM/F/2000/1089

Your ref.

Mr S Bourne
5 Sheepcote Road
Windsor
SL4 4JQ

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 977 8909
DX: 33506 – Wokingham
E-mail:

Dear Mr Bourne,

RE: PROPOSED AMENDMENT TO 60 HEADLEY ROAD, WOODLEY. (F/2000/1089)

Thankyou for your letter which was received on 26 February 2001.

I can inform you that the proposed amendments shown on drawing No. 60HR:3 consisting of the replacement of a false pitched roof with a flat roof can be considered an amendment to the above planning consent and, therefore, a new application will not be required.

I hope this information is of use to you. If you have any further questions relating to this matter the case officer, Joss Miller, can be contacted on the above telephone number.

Yours sincerely

JOHN MITCHELL

Development Control Manager

Finalised

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

SITE DETAILS		CASE OFFICER
PLANNING APPLICATION NUMBER	089	NL
BUILDING CONTROL NUMBER.	FP2001/1590	Paul
~~APPLICANT~~/AGENT	B & B Builders.	
ADDRESS OF SITE	60, Headley Road Woodley	
DESCRIPTION OF PROPOSED WORK	S/S ext to existing office building.	

DRAWING NUMBERS	~~BC~~ DC	~~BC~~ BC
BLOCK PLAN	Location	
ELEVATIONS	PT/1297/2A	60 HR : 3
FLOOR PLANS	— " —	60 HR : 1

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	27/6/00.	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	Slight	
IF YES, WHAT ARE THE DIFFERENCES ?	BC - flat roof instead of pitched.	
DATE	12/3/01.	

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED			
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

file copy

Telephone Number: (0118) 9746428

Date: 3 August, 2000

APPLICATION NUMBER: F/2000/1089

Mr & Mrs D Worthy
62 Headley Road
Woodley
Rg5 4JE

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 977 8909
DX: 33506 – Wokingham

Dear Mr and Mrs Worthy

Application No: F/2000/1089

Location: 60 Headley Road, Woodley .

Proposal: Proposed single storey rear extension to office.

You wrote giving your observations on this proposal and the application has now been determined and permission was granted on 27th June, 2000.

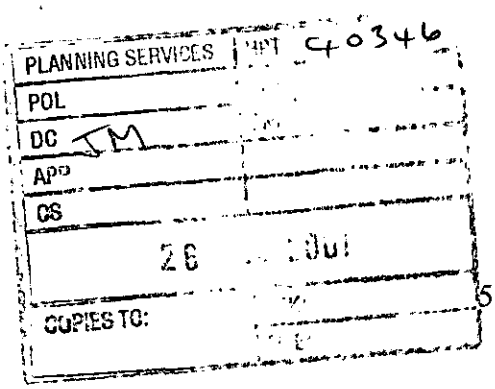
Unfortunately due to an error you were not notified of the decision when it was made and I can only apologise for any inconvenience this has caused.

I enclose a copy of the decision notice for your information.

Yours faithfully,

Mr I Jordan
Team Leader – Planning Support Services

f/2000/1089



Reply Req

S. Bourne
5 Sheepcote Road
Windsor
SL4 4JQ

Contact Tel. No. 07970 - 202704

17th February 2001

Dear Sirs,

Ref: 60 Headley Road, Woodley: Willmett & Co.
Extension to offices at rear.

I refer to the above application number currently deposited with your office, and enclose copies of amended elevation drawings, indicating proposed flat roof to replace false pitch roof.

I trust the information is satisfactory as an amendment to the approved extension, and look forward to hearing from you in due course.

Yours faithfully,

S. Bourne

S. Bourne
Encls

(805)

Tel: (0118) 974 6481 (Direct Line)
E-mail: Nicola.Lake@wokingham.gov.uk
Date: 3 Feb 2000
My ref: NL/Woodley/Pre-apps.
Your ref:

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Mr G Humphrey
81 Green Lane
Burnham
Bucks
SL1 8EG

Dear Mr Humphrey,

PROPOSED SINGLE STOREY REAR EXTENSION AT 60 HEADLEY ROAD, WOODLEY.

Thank you for your letter of the 14 Dec 1999, regarding the above stated development.

I have considered the proposed single storey rear extension, to the office at 60 Headley Road, Woodley. The proposed development is an improvement over the previously refused scheme. The alterations have resulted in a reduction in the mass and has create a larger gap between this property and the adjacent residential dwelling.

However, it is suggested that the proposed planting, to provide screening along the boundary, should be of a greater density especially at a height of below 3.5m, when planted and should be shown on any submitted drawing.

If you choose to submit a planning application, it is also suggested that you show the proposed extension in relation to the existing development on site, on the elevations drawings. You should also submit a copy of the relevant legal agreement, that is held between your clients and the adjacent restaurant.

I hope this information is of assistance to you. However, it is given without prejudice to the Council's position in the determination of any application, which maybe submitted.

Yours sincerely,

NICOLA LAKE.
Planning Assistant.

M. G. HUMPHREY A.R.I.C.S.
CHARTERED SURVEYOR

81, Green Lane,
Burnham,
Bucks.,
SL1 8EG
Tel: (01628) 661355

Reply Required

24057

Miss N. Lake.
Planning Department.
Wokingham District Council,
Council Offices,
Shute End,
Wokingham,
Berks.

Your ref: 99/70576/F

14th December 1999

Dear Miss Lake,

Re: Extension to offices – 60, Headley Road, Woodley.

Further to our meeting I enclose a reduced single storey sketch scheme for your pre-application comments.

As discussed the extension to the existing offices are desperately required by Willmett & Co to ensure this office remains within Woodley and look forward to receiving your reply. I trust the information provided is satisfactory, however please do not hesitate to contact the writer should you require any further information.

Your sincerely

M. G. Humphrey

M. G. Humphrey A.R.I.C.S.
Chartered Surveyor

WORK SHEET FOR : Nicola Lake

Application Number : F/2000/1089

Applicant : Willmett & Co C/O M G Humphrey A.R.I.C.S..

Location : Willmett& Co 60, Headley Road, Woodley, Reading.

Proposal : Proposed single storey rear extension to office.

Site Notice Displayed ? :	YES	NO	DATE
	✓		27·4·2000

Date of Neighbour Notifications : .....

Date of Site Visit : 27.4.2000

Date Registered : 28/03/2000

Earliest Date for Decision : 05/05/2000

Latest Consultation Date/Site Notice Expiry Date : 05/05/2000

Application Expiry Date: 23/05/2000

Consultation Responses :

Highways - No objection subject to condition
Woodley T.C - Recommend Refusal.
Letters - 1 letter of objection
Landscaping - No objection.

Planning Issues :

Site Designation - within the Identified Settlement.

1.) Impact upon the neighbouring dwelling.

2.) Impact upon the character of the surrounding area.

Application Number: F/2000/1089

Appraisal :

1) Impact upon the neighbouring dwelling
The proposed development is for a single storey rear extension for office accommodation. The proposed development will have a flat roof with a fake pitch.
~~To the east~~ West of the site is a restaurant and a BP Petrol station. To the East is Number 62 Headley road, which is a residential dwelling. The property already extends 11m back from Number 62. The proposed extension would have a height of 3.5m and would be located 3.5m away from the boundary for the first 10m and then 5.6m in from the rest. There is also a landscape hedge ~~[illegible]~~ along the boundary. As such there will be no overlooking, overshadowing or overbearing. Hence, there will be no detrimental impact upon the Residential amenity of the adjacent dwellings.

2.) Impact upon the character of the area.
As stated about there are two commercial properties to the west. Both of these properties have use of their whole site, including the Garage which has a car wash to the rear of the site. As such the proposed development would have no detrimental impact upon the character of the area.

Officer's note :-
The highway Authority is satisfied that the existing parking arrangements will satisfy the requirements of the district's Parking Standards.

Recomendation : Approval: ☑ ~~Refusal:~~ ☐
(tick appropriate box)

Application Number F/2000/1089
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	SC01	SR02 ·	
2	SC53	SR12	Works
3	SC23	SR06	Parking ·

RECORD OF SITE VISIT

SITE ADDRESS: Willmett& Co 60 Headley Road Woodley Reading.

APPLICATION NUMBER: F/2000/1089

OFFICER: Nicola Lake

DATE OF SITE VISIT: 27.4.2000

1 SITE/STATUTORY NOTICE DISPLAYED ? YES - on telegraph pole.

2. DESCRIPTION OF SURROUNDINGS

Residential / Commercial.

3. DESCRIPTION OF SITE/BUILDING

Single storey Bungalow with first floor accomodation - used for offices.

4. RELATIONSHIP TO ADJOINING PROPERTIES & Chalk Parking - See previous notes.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS

Tel: (0118) 974 6481

Date: 14 June 2000

My ref: F/2000/1089

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

CONFIDENTIAL

Councillor E Preston
81 Howth Drive
Woodley
RG5 3DJ

Dear Councillor

Application Number: F/2000/1089
Willmett& Co 60, Headley Road, Woodley, Reading.
Proposed single storey rear extension to office.

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ ~~REFUSAL:~~ ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Nicola Lake** on **(0118) 974 6481**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 26 June 2000

Yours faithfully

John Hutchings

Head of Planning and Transportation

LISTING FORM
Case officer: **Nicola Lake** Application Number: **F/2000/1089**
Willmett& Co 60, Headley Road, Woodley, Reading.
Proposed single storey rear extension to office.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor E Preston

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6481

Date: 14 June 2000

My ref: F/2000/1089

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

CONFIDENTIAL

Councillor V Samuel
18 Wheble Drive
Woodley
RG5 3DT

Dear Councillor

Application Number: F/2000/1089
Willmett& Co 60, Headley Road, Woodley, Reading.
Proposed single storey rear extension to office.

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ ~~REFUSAL:~~ ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Nicola Lake** on **(0118) 974 6481**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 21 June 2000

Yours faithfully

John Mitchell

Head of Planning and Transportation

LISTING FORM
Case officer: **Nicola Lake** Application Number: **F/2000/1089**
Willmett& Co 60, Headley Road, Woodley, Reading.
Proposed single storey rear extension to office.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor V Samuel

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

LISTING FORM

Case officer: **Nicola Lake** Application Number: **F/2000/1089**

Willmett& Co 60, Headley Road, Woodley, Reading.

Proposed single storey rear extension to office.

Transfer: Yes ☐ No ☑

Reason for Transfer:

Signed: _____ Date: 16/6/2000

Councillor E Preston

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS	
20 JUN 2000	
COPIES TO:	ACK:
	FILE:

Received by Wokingham District Council

Application No: F/2000/1089

Proposal:
Proposed single storey rear extension to office.

Location:
Willmett& Co 60, Headley Road, Woodley, Reading.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. closed all day Wednesday). If you intend to view this application at Woodley Library (see details above) please allow 4 days from the date of this letter for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Nicola Lake P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 05/05/2000. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not normally be possible for an individual reply to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head Planning and Transportation

TO: DEVELOPMENT CONTROL FROM: Environmental Design

DATE: 15th May 2000

Location: Willmett & Co, 60 Headley Road Woodley.

Proposal: Proposed single storey rear extension to office.

Application Number: F/2000/1089

In response to your consultation dated 11th April 2000 for the above application, the landscape comment is as follows:

The application is acceptable. The development will not affect the wider environment and the immediate vicinity has no landscape quality on which to comment.

Patricia Green.

Patricia Green
Landscape Consultant

Mr D A & Mrs N A Worthy
62 Headley Road
Woodley
Reading
Berks
RG5 4JE

PLANNING SERVICES	
FOL	TLS
DC	ENF
APP	
CS	
04 MAY 2000	
COPIES TO:	ACK:
	FILE:

2 May 2000

Nicola Lake – Case Officer
P.O. Box 157
Shute End
Wokingham
Berks
RG40 1WR

Dear Ms Lake,

Plan No. F/2000/1089: Proposed single storey rear extension to offices at 60 Headley Road for Willmett & Co Solicitors.

I wish to express my concerns over the application by Willmett & Co for a rear single storey extension to their existing offices, both long or short term.

As we live in the private residential property directly adjacent to Willmett & Co, I feel that my family and I would bear the brunt of any impact this extension would have.

These concerns include:

- **Loss of privacy** – the proposed extension extends almost to the rear boundary and has full sized windows all along which directly overlook my rear garden. The privet hedge currently growing on my side of the boundary and chain link fence (which I have recently had erected at my expense), between the two properties will only offer limited protection. The boundary along this side of the property is supposed to be maintained by the occupier/owner of 60 Headley Road.

- **Future development** – I have learnt to my cost on previous occasions that what Willmett & Co submit on a planning application is not necessarily what they build, or indeed, ever intended to build. When they applied for a simple 6-foot by 6-foot storage room at the rear of their property, they actually built a unit twice that size. Only when I phoned the council to query the size of the footings did Willmett & Co submit a revised application. A few years later they converted this storage room into office space with full sized windows down the side. **Therefore what is to say that they will build what is on the plan, they could quite easily build a pitched roof with dormer windows either at the time of building or at a later date.**

- **Parking facility** – At present we are consistently plagued by people visiting Willmett & Co parking on the verge at the front of our property because there is no room in Willmett & Co.'s car park. This has led to some very heated exchanges and from what I can see will only get worse should this application be granted. The plan shows that there are currently 10 dedicated car parking spaces to the front of the property including 2 disabled, but there is no mention of additional parking facilities to accommodate the increase in staff, and customers, that this extension would generate. The proposed extension would offer 15 offices instead of the current 12; there is also support staff (i.e. Receptionists, Secretaries and Filing personnel) which could easily bring the total up to 22 staff, nearly all of which have cars. The notice on the wall of the Red Rose restaurant clearly states that

their Car Park is for patrons only, and any agreement between the 2 companies may claim to have will only stand as long as there is management agreement, which could end at any time.

- **Signage** – Another cause of frustration is the misleading Willmett & Co sign which is placed, again without prior planning consent, at the end of the front fence separating the two properties. This has led to a constant steam of people actually parking in our drive, knocking our door and asking to see various Solicitors as well as posting documents for Willmett & Co through our letterbox. Only this morning Initial knocked my door in the attempt to make a delivery to Willmett & Co.

Surely there are enough empty offices in and around the vicinity without building more, especially in what is predominantly a residential area – unless of course the Councils objective is to change the area to business use.

Yours sincerely,

Don Worthy

CC.

Chris Wood, Head of Planning and Transportation, Wokingham District Council
Ann Keenan, Community & Members' Services Officer, Woodley Town Council

FROM: Nicola Lake

DATE: 11 April 2000

WOODLEY TOWN CONSULTATION SHEET

Application Number: F/2000/1089

Proposal: Proposed single storey rear extension to office..

Site Address: Willmett& Co 60, Headley Road, Woodley, Reading.

Applicant: Willmett & Co C/O M G Humphrey A.R.I.C.S..

Your observations are required in respect of this application **by 05/05/2000** .

HPT 25k98.
02 MAY 2000
COPIES TO:
ACK:
FILE:

Please see attached sheet.

SIGNED: _____ DATE: 27.4.00

Clerk To Woodley Parish/Town Council.

Two residents who lived next door to the application site were present and the Chairman adjourned the meeting to allow them to express their concerns about this proposal.

Their concerns related to:

- previous planning decisions/conditions which had not been enforced
- the implications of possible future development
- invasion and loss of privacy
- insufficient parking provision for clients - this already caused unacceptable parking on the grass verge and even their driveway
- the location of the sign which was confusing for clients

After the meeting had been reconvened, the committee expressed concerns relating to:

- the previous history of the site
- the conflict between residential and commercial development in Headley Road
- the lack of responsibility taken by the solicitors for anything outside the working environment

After considerable discussion it was recommended that the application be REFUSED.

- the proposal was an overdevelopment and totally unacceptable
- parking for clients was insufficient

(NOTE:

1. Although it was understood that some parking was shared with the restaurant next door, the 'Red Rose' was often open during weekdays and therefore spaces on the frontage were taken up
2. Staff & customers have been in the habit of using the area of waste land opposite – previously the old bakehouse site – but the site is now to be developed.)

Following another recent application for this site, the committee questioned whether the sign had required planning permission and would appreciate a response.

HIGHWAYS CONSULTATION SHEET

From: Nicola Lake

Date: 11 April 2000

Application Number: F/2000/1089

Proposal: Proposed single storey rear extension to office.

Site Address:
Willmett& Co 60, Headley Road, Woodley, Reading.

Applicant:
Willmett & Co C/O M G Humphrey A.R.I.C.S..

Your observations are required in respect of this application within **7 days** of the above date.

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☑ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☐ Recommend approval with **no** condition(s) or reason(s).

CONDITIONS AS PREVIOUS - 70576 - 20-10-99
(SC 23 - PARKING & TURNING (SR06))

Signed: N.S.Trotter **Print name:** N TROTTER

25-4-00

PRE-APP ATTACHED

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: 28 MAR 2000	
Officer: NL	Application No. F/2000/1089

Map No. 42 Site 0.10

Easting: ..... Flood Pln .....

Northing: ..... Mineral .....

Level: ☐ Sub Committee ☑ Delegated ☐ Sec. State

☐ Incorrect Fee ☐ Invalid ☐ PD

Description:
(F) PROPOSED SINGLE STOREY REAR EXTENSION TO OFFICE

Location: 60 HEADLEY ROAD

Parish: WOODLEY Ward: Bulmershe

Applicant: WILLMETT & CO

re-submission 99/70576/F refused

Fee Received 00-00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties		✓	
3	Forms unsigned	~~SC 24 Total new 276/132?~~		
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required .....

Date Site Notice Sent : 11.4.2000 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control	NF: .....
(Landscape)	(NK:) ✓ .....
(Trees)	(NK:) .....
Conservation Officer	NK: .....
Environmental Health	NA: .....
Housing	NA: .....
Leisure & Cultural services	PA: .....
Public Rights of Way	PA: .....
Property	NG: .....
District Secretary (only if called in by SOS)	MA: .....
Policy & Plans	QA: .....
Strategic Planning (JSPU)	HA: .....
Minerals (BABTIE)	GA: .....
Archaeological Site (BABTIE)	: .....
Education	AP: .....
Social Services	BT: .....
(Highways)	(XA:) ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A	: .....
Adjacent Parish	: .....
Southern Electricity Board	BN: .....
British Gas	BM: .....
PSA Oil Pipeline	BD: .....
Transco	: .....
Environment Agency	BP: .....
Rail Track	BI: .....
Police Arch. Liaison Officer	PC: .....

HERITAGE BODIES

The Georgian Group	KC: .....
Ancient Monuments Society	KA: .....
Council for British Arch.	KB: .....
RCHME	KF: .....
Telecommunications (NRPB)	: .....
Sport England	: .....

OTHERS:

.....

.....

.....

NEIGHBOURS:

10, 12, 14 Caldbeck Drive ✓

58, 62 Headley Road

97, 99, 101, 103, 105 Headley Road

M. G. HUMPHREY A.R.I.C.S.
CHARTERED SURVEYOR

81, Green Lane,
Burnham,
Bucks.,
SL1 8EG
Tel: (01628) 661355

PLANNING SERVICES DEPT
POL
APP
GS
28 MAR 2000
COPIES TO:
ACK:
FILE:

Miss N. Lake.
Planning Department.
Wokingham District Council,
Council Offices,
Shute End,
Wokingham,
Berks.

28.MAR2000 1059

Your ref: 99/70576/F

22nd March 2000

Dear Miss Lake,

Re: Extension to offices – 60, Headley Road, Woodley.

Further to our correspondence I enclose a planning application for the reduced single storey as discussed. The revised scheme provides screening to the side boundary as recommended, I also enclose a copy of the legal agreement in respect of the parking arrangements with the adjacent restaurant use.

As stated previously the extension to the existing offices are desperately required by Willmett & Co to ensure this office remains within Woodley.

I trust the information provided is satisfactory, however please do not hesitate to contact the writer should you require any further information.

Your sincerely

M. G. Humphrey

M. G. Humphrey A.R.I.C.S.
Chartered Surveyor

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

PART 1

APPLICATION FOR PERMISSION TO CARRY OUT DEVELOPMENT - TOWN AND COUNTRY PLANNING ACTS

Please answer **ALL QUESTIONS** in **BLOCK LETTERS**. If a question is not applicable, answer **N/A** in space. Please submit **SIX** copies of this form and plans to:-

THE DISTRICT PLANNING OFFICER
WOKINGHAM DISTRICT COUNCIL
PLANNING DEPARTMENT
P O Box No. 157
COUNCIL OFFICES
SHUTE END
WOKINGHAM
BERKSHIRE, RG40 1WR

FOR OFFICE USE ONLY

28.MAR2000* 1089

1.	APPLICANT'S NAME	Willmett and Co
	ADDRESS	60, Headley Road, Woodley, Berks.
	POST CODE	PHONE 01189693751
2. If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	M. G. Humphrey A.R.I.C.S.
	ADDRESS	81, Green Lane, Burnham, Bucks.
	POST CODE	SL1-8EG PHONE 01628-661355
3. On the plans show the SITE outlined in RED Show also OTHER land in the applicant's ownership or control in BLUE.	SITE LOCATION	60, Headley Road, Woodley, Berks.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		Single storey rear extension
5. Give the area in hectares or part of a hectare	AREA OF SITE	00.0078
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	Owner
7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	6 copies drwg PT/1297/1&2

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ?
Tick the boxes(x)

CHANGE OF USE	☐	REDEVELOPMENT	☐	
ERECTION OF NEW BUILDING	☐	ALTERATION or EXTENSION	☑	

9. WHAT TYPE OF APPLICATION IS THIS ?
Tick one box only

OUTLINE PERMISSION	☐	See question 10
FULL PERMISSION	☑	
APPROVAL OF DETAILS/RESERVED MATTERS	☐	State relevant outline permission number Also complete Question 10
TEMPORARY PERMISSION	☐	State period required
RELAXATION OF CONDITIONS	☐	State relevant application number Conditions to be relaxed

10. IF THIS IS AN OUTLINE APPLICATION OR AN APPROVAL OF RESERVED MATTERS, which details, if any, do you wish to be considered as part of this application ?

EXTERNAL APPEARANCE	☐	SITING	☐
MEANS OF ACCESS	☐	DESIGN	☐
		LANDSCAPING	☐

11. WHAT IS THE EXISTING USE OF THE LAND AND/OR BUILDING(S) e.g. residential, industrial, etc. If the site is vacant say so, and also state its previous use and when that ceased.

Solicitors offices

12. DOES A PUBLIC RIGHT OF WAY CROSS OR ABUT THE SITE OR THE PROPOSED ACCESS? YES/NO — If yes, show existing route(s) and any proposed alternatives on the plans

13. ARE THERE ANY TREES ON THE SITE? IF YES, ARE ANY TO BE FELLED? YES/NO — If yes, please show their positions, spread and species on the plans and which, if any, are to be felled.

14. STATE EXTERNAL MATERIALS TO BE USED.

To match existing

15. HOW WILL THE SITE BE ENCLOSED? Say whether walls, fences or hedges, and give height, colour and materials. If the site is divided into plots, say how each is to be enclosed.

See drawing

16. HOW WILL SURFACE WATER BE DISPOSED OF?

Soakaway

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/NO

If no, please give details

18. WHAT ARE THE ACCESS ARRANGEMENTS?
AS EXISTING
AS PROPOSED
Give details of pedestrian and vehicular access

See drawing

19. HAS PROVISION BEEN MADE FOR THE DISABLED? See notes for applicants

Yes

20. IF THIS PROPOSAL INVOLVES RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS, COMPLETE THE FOLLOWING TABLE

	No. OF DWELLINGS/HABITABLE ROOMS PROPOSED	TO BE RETAINED	TO BE LOST
HOUSE	/ *	/ *	/ *
BUNGALOW	/ *	/ *	/ *
FLAT/MAISONETTE	/ *	/ *	/ *
OTHER	/ *	/ *	/ *

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE? YES/NO

* STATE No. OF HABITABLE ROOMS

If YES, complete Part 2 of the form

22. DOES THE PROPOSAL INVOLVE THE WINNING, WORKING OR PROCESSING OF MINERALS; THE DISPOSAL OF MINERAL WASTE, OR THE DEPOSIT OR PROCESSING OF REFUSE AND WASTE MATERIALS? YES/NO — If YES, please ask for and complete Part 3 of the form

23. STATE THE FEE ENCLOSED WITH THIS APPLICATION The current scale of fees is enclosed. If you believe a reduced fee or no fee is payable, say why.

No fee required
Resubmission of 99/70576/F

I hereby apply for permission in respect of the particulars described above and in the attached plans and drawings. If planning permission is granted, the development must be carried out strictly in accordance with the approved plans. Failure to do so could result in enforcement action being taken. Permission under the Town & Country Planning Acts does not obviate the possible need to apply for Building Regulations approval.

SIGNED M. G. Humphrey ON BEHALF OF Willmett & Co DATE 22/3/00

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769c

PLANNING APPLICATION

PART 2

This part of the form need only be completed if the application involves non-residential development. Please answer all questions in print or block letters. If the answer is not applicable, write N/A in the space. You may wish to amplify your answers in a covering letter.

24. STATE THE GROSS FLOOR SPACE (by external measurement) OF ALL BUILDINGS TO WHICH THIS APPLICATION REFERS. Please give all floor areas in SQUARE METRES.

	USE CLASS	Existing floor space		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES	245	45	132	0
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
	GENERAL INDUSTRIAL				
B3-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL	245	45	132 ~~275~~	0

25. IF C1 OR C2 USE IS PROPOSED, PLEASE STATE NUMBER OF BED SPACES: N/A

WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	25	
Proposed	0	

27. DESCRIBE THE ACTIVITY OR PROCESSES TO BE CARRIED ON
Please provide details of any equipment, plant or machinery to be installed and any end products. You may wish to amplify your answers in a covering letter.

Solicitors offices

28. WHO WILL OCCUPY THE PREMISES?
a) Give the name and current operating address of the proposed occupier
b) Will these premises be vacated?

Willmett & Co

No

29. IF KNOWN, HOW MANY PEOPLE ARE LIKELY TO BE EMPLOYED ON SITE AFTER COMPLETION OF THE DEVELOPMENT?

Existing Staff	Transferred Staff	New Staff	Total

30. DOES THE PROPOSAL INVOLVE THE USE OR STORAGE OF ANY OF THE HAZARDOUS SUBSTANCES LISTED IN THE NOTES?
If so, state this material, the quantity and method of storage.

None

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769d

YOUR PLANNING APPLICATION

WHY DO YOU NEED TO MAKE A PLANNING APPLICATION ?

New buildings, major alterations and enlargement of existing buildings, and many changes in the use of buildings and land need planning permission.
The Town and Country Planning Acts impose a duty on Local Authorities to control these changes, and this means that a balance has to be found between the need and pressure for change, and the desire to protect the character of settlements and the countryside.
The merits of each application are, therefore, carefully examined.

WHAT ELSE MAY YOU HAVE TO DO ?

Listed Building Consent:	for works to a Listed Building; or for demolition works on land within the curtilage of a Listed Building or within a Conservation Area.
Advertisement Consent:	for the display of advertisements or signs
Building Regulation Approval:	for most new building or construction work.

Special forms are available for these types of applications.

You should also check whether there are any other regulations with which you may need to comply.

WHAT HAPPENS TO THE APPLICATION ?

It will first be checked to see if it is complete and if it is, it will be registered.

Consultations will be carried out with public and other bodies, such as the Highway Authority, or Local Parish Councils.

Publicity may be given to allow local people the opportunity to comment on your proposals.

The application will be considered in relation to the Council's planning policies and guidelines, the past history of decisions on that site or in the locality, other standards (such as parking, or visibility at road junctions), and any other material considerations.

The site will be visited by a Planning Officer You may be asked to submit more information, or to amend your application.

The application will then be considered either by a Planning Committee or Sub Committee (made up of Councillors) or bythe Chief Officerresponsible for planning matters. Objections to an application will be taken into consideration by the Committee or the Chief Officer.

Shortly after the application has been determined, you will receive a Decision Notice.

HOW LONG WILL IT TAKE ?

An application will generally be determined within eight weeks although a longer period may sometimes be required for a complicated application.

WHAT SORT OF DECISION CAN BE MADE ?

Your application may be approved.

Your application may be approved subject to certain conditions. These could impose restictions on the use of land or buildings, or require further details to be approved at a later stage, (e.g. materials or landscaping).
You may appeal against the conditions, but this opens the entire permission to review by the Secretary of State.

Your application may be refused. The reason will be listed on the Decision Notice.

WHAT HAPPENS IF THE APPLICATION IS REFUSED ?

You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months. Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive planning permission.

DATA PROTECTION ACT 1984

'Information contained in this form is likely to be personal data within the terms of the Data Protection Act 1984, and as such will be held by the Council on computer (such as the PLANAPS applications processing system) and may be used by the Council only for purposes registered under the terms of the Data Protection Act.'

1789/a

SECTION 66 CERTIFICATE

Application No.

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

OR

+ See Note (a) to Certificate A

OR

(b) Insert description of steps taken.

(c) Name of local newspaper circulating in the area where the land is situated.

(d) Date of publication (which must be not earlier than the beginning of the period of 21 days ending with the date of the application).

CERTIFICATE A

I certify that:

at the beginning of the period of 21 days ending with the date of the accompanying application, nobody, except the applicant, was the owner of (a) of any part of the land to which the application relates.

CERTIFICATE B

I certify that:

I have/The applicant has* given the required notice to everyone else who, at the beginning of the period of 21 days ending with the date of the accompanying application was the owner (a) of any part of the land to which the application relates, as listed below.

Owner's(a) name	Address at which notice was served	Date on which notice was served

CERTIFICATE C

I certify that

- I/The applicant* cannot issued a certificate in accordance with either paragraph (a) or paragraph (b) of Section 66(1) of the Act in respect of the accompanying application.

- I have/The applicant has* given the required notice to the persons specified below, being persons who at the beginning of the period of 21 days ending with the date of the application were owners (a) of any part of the land to which the application relates.

Owner's(a) name	Address at which notice was served	Date on which notice was served

- I have/The applicant has* taken all reasonable steps open to me/him/her* to find out the names and addresses of the other owners (a) of the land, or of a part of it, but have/has* been unable to do so. These steps were as follows:

  (b) .....

  .....

- Notice of the application as attached to this Certificate, has been published in

  the (c) .....

  on (d) .....

1789/b

28 MAR 2000

CERTIFICATE D

I certify that

● I/The applicant cannot issue a certificate in accordance with paragraph (a) of Section 66 of the Act in respect of the accompanying application.

OR

● I/The applicant have/has taken all reasonable steps open to me/him/her to find out the names and addresses of everyone else who, at the beginning of the period of 21 days beginning with the date of application was the owner (a) of any part of the land to which the application relates, but have/has been unable to do so. These steps were as follows:

(b) . . . . . .

. . . . . .

(b) Insert description of steps taken

(c) Insert name of local newspaper circulating in the area where the land is situated.

(d) Insert date of publication (which must not be earlier than the beginning of the period of 21 days ending with the date of the application).

● Notice of the application as attached to this Certificate, has been published in the (c) . . . . . .

on (d) . . . . . .

ALL APPLICANTS MUST COMPLETE THIS SECTION

If any of the site is part of an area of land which is let or there is an agreement to let the land for agricultural purposes to a tenant, it may be an agricultural holding. Further advice may be obtained from the Department.

Agricultural Holdings Certificate

One or other section must be crossed through as not applicable.

If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

● None of the land to which the application relates is, or is part of, an agricultural holding.

OR

● I have/The applicant has given the required notice to every person other than my/him/herself who, at the beginning of the period of 21 days ending with the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's name	Address at which notice was served	Date on which notice was served

Signed . . . P. G. Humphrey . . . . . .

On behalf of . . . Willmett & Co . . . . . .

Date . . . 22/3/00 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

(1) POST OFFICE

ADDRESS 60 HEADLEY ROAD PARISH WOODLEY

PLOT No. Old Property ORD. SHEET No. 42 SU.7673

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
1028/54	Mr. A.B. Shirvington	Alterations & Additions & New Drainage	11.1.55	App.
PD/537/58	Mr. Simmons	Bedroom in Roof	13.1.59	App.
R/147/60	Mr. J.T. Simmons	Extension of shop	6.10.60	App
O/132/60	"	Outline - Extension of front part of shop	18.5.60	N/A
R/19/62	"	Addition to shop	5.2.62	App
R/325/67	Mr. K.C. Lamb	Extension to shop & addition to living accomod.	26.10.67	App.
1529/73	R Durtnell & Sons	change of use to offices flat	25.10.73	-
1986/73	" "	Use as Offices staff flat	14.1.74	T.P. 31.12.7
00581	" "	" " AS PART OF	13.6.74	N/A T.P. 31.12.75
BR 1140.	" "	Office alterations	12.8.74	App N/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS STORAGE TO OFFICES - P.O. ENQ - 6.5.97

DRAINAGE

(2) POST OFFICE

ADDRESS 60 HEADLEY ROAD PARISH Woodley E

PLOT No. Old Property ORD. SHEET No. SU.7673(6

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
BR 2444	R DURTNELL & SONS LTD	RE-DESIGN OF OFFICES	9.5.75	APP
02823	WILLMOTT & CO	ALTERATIONS & ADDITIONS	12.6.75	N/A
BR 2754	" "	"	1.7.75	APP.
BR 3310	R Durtnell & Son Ltd.	Erect Office partitions.	12.8.75	App
03320	" "	CONVERT ENTRY & 3 NEW WINDOWS	2.10.75	N/A
06381	" "	permanent use - offices flat	4.8.77	N/A
BR 7713.	R. Durtnell & Sons Ltd.	Renewal of Temp Permission	16.2.78	N/A T.P. 31.12.8
04714	"	RENEWAL (URGENT COND.)	14.12.78	N/A T.P. 31.12.
19126	WILLMOTT & CO.	GR. FLOOR AS OFFICES (CONT. USE) ON PERM. BASIS WITHOUT REMOVAL	31.3.83	N/A
19796	"	EXC. COND. COND. USE OF GR. FL. AS OFFICES	28.7.83	T.P. 31.12.
20198	"		20.10.83	N/A
22612	"	CAR PARK TO REAR	13.12.84	N/A
28915	"	CONT. USE GR. FLOOR OFFICES	4.12.87	

DATE OF COMPLETION

MINISTRY DECISION REMOVAL OF RESTR. NAMED USER COND.

SPECIAL ORDERS BR. 2444 cancelled by W.DR. 22.3.78

DRAINAGE

BR 7802 ALTS/EXT. 7.9.84 Rec.

33543 BR/A 6/25 8/86 EXT 8.9.89 7/12 DR APP

1933

(3) Post Office

ADDRESS 60 Headley Road **PARISH** Woodley

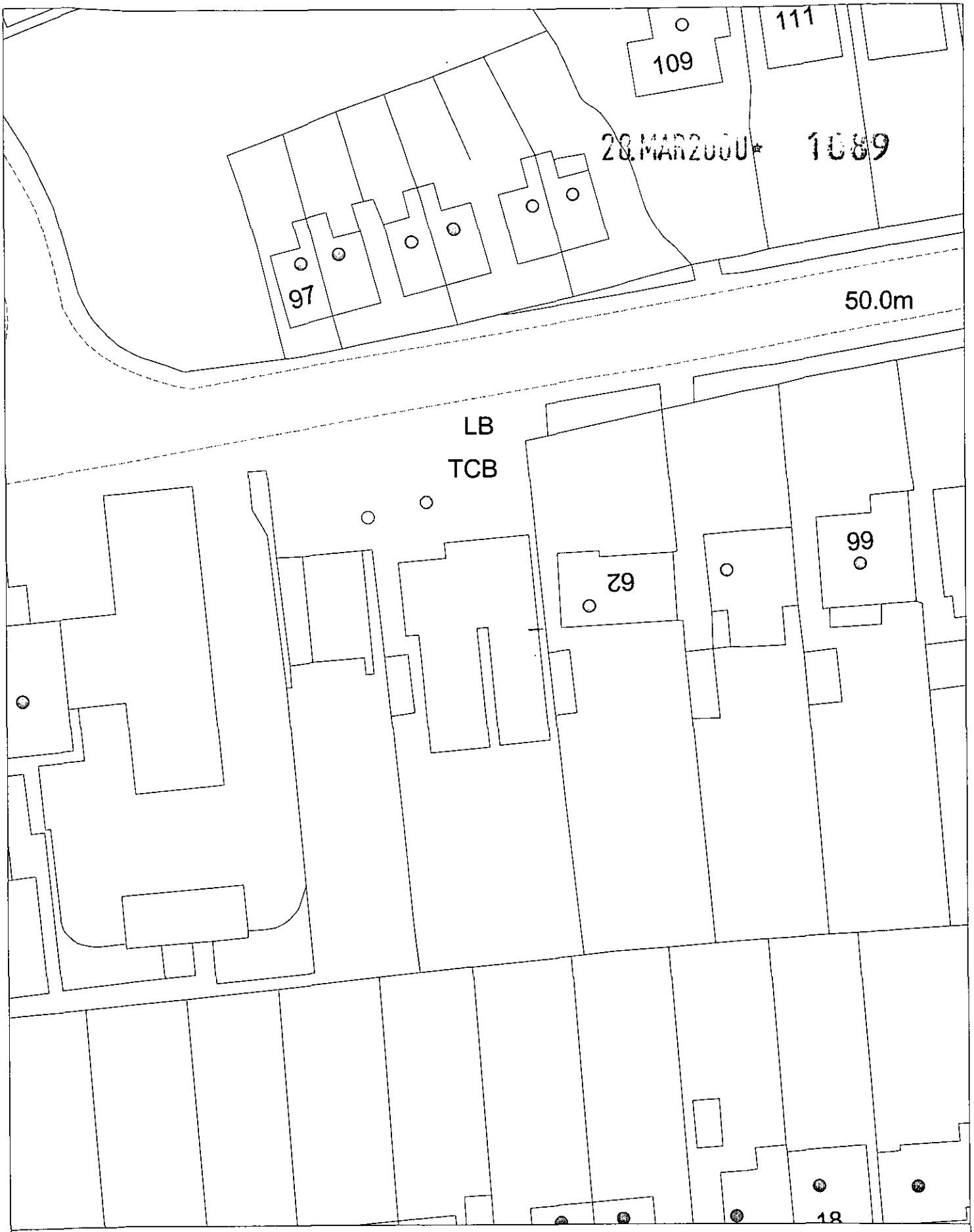
PLOT No. old property **ORD. SHEET No** SU 7673 (42)

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
AP 97/6238	Willmott & Co.	Alt. to store to provide 3 offices	29.4.97	CHAP
99/70576/F	"	2St/R ext - Offices	8.12.99	Ref.

MINISTRY DECISION

SPECIAL ORDERS



Site Plan, Scale: 1 to 500

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Date: 4 April 2000

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Site Plan, Scale: 1 to 1250

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Date: 4 April 2000

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