

Date: 9 December 2025
Application: 252661



**WOKINGHAM
BOROUGH COUNCIL**

Mr Carl Howard
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Development Management &
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Dear Mr Carl Howard,

PRIOR NOTIFICATION RESPONSE

Application Number: 252661

Site Address: Hutton Building, 100 Thames Valley Park Drive, Earley, Wokingham, RG6 1PT

Proposal: Prior approval submission for demolition of 4 no. two storey car park buildings.

Wokingham Borough Council hereby confirm that **prior approval is required and is given** for the proposed development at the address shown above, as described by the description shown above and in accordance with the information that the developer provided to the Local Planning Authority, subject to the following conditions and/or informatives:

Conditions and/or Informatives

1. Timescale

The development to which this decision relates shall be carried out within five years from the date of this decision.

Reason: In accordance with the condition outlined in B.2(ix) of Class B, Part 11, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

2. Hours of work

No work relating to the demolition hereby approved, including preparation prior to demolition operations, shall take place other than between the hours of 08:00 and 18:00 Monday to Friday and 08:00 to 13:00 Saturdays and at no time on Sundays or Bank or National Holidays.

Reason: To protect the occupiers of neighbouring land uses from noise and disturbance outside the permitted hours during the demolition period. Relevant

policy: Core Strategy policies CP1 and CP3 and Managing Development Delivery Local Plan policy CC06.

3. Approved Plans

Demolition and associated works shall take place in strict accordance with:

Location Plan,
Demolition Method Statement J1063 Issue 04,
and Demolition Management Plan J1063 Issue 04

received by the Local Planning Authority on 31 October 2025, and

Traffic Management Plan J1063 Issue 04

received by the Local Planning Authority on 8 December 2025. The approved documents shall be adhered to throughout the demolition period.

Reason: For the avoidance of doubt and in the interest of proper planning as prior approval is given based on the submitted plans and information only.

Informatives

1. This decision solely represents the determination of the Local Planning Authority under Schedule 2, Part 11, Class B of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) as to whether its Prior Approval is required in respect of demolition. The applicant is advised to investigate whether consents or permissions under any other regulatory regimes, including building control, are required.

2. Bats are a protected species under the Conservation of Habitats and Species Regulations 2017 (as amended). Should any bats or evidence of bats be found prior to or during the demolition, all works must stop immediately and an ecological consultant contacted for further advice before works can proceed. All contractors working on site should be made aware of the advice and provided with the contact details of a relevant ecological consultant.

3. This permission does not convey or imply any approval or consent required under the Wildlife and Countryside Act 1981 for protected species. The applicant is advised to contact Natural England with regard to any protected species that may be found on the site.

4. The applicant is advised that badgers (*Meles meles*) and their setts are legally protected under the Protection of Badgers Act 1992. It is a criminal offence to: kill, injure or take a badger; damage, destroy or obstruct access to any badger sett; and, disturb a badger when it is occupying a sett. The Council's records indicate a potential presence of badgers in the vicinity of the site. The following precautionary measures are recommended to be adhered to during the period of demolition to which this decision relates: (1) Ensure excavations or trenches left overnight are covered or have an escape route such as a shallow gradient at one or both ends. (2) Ensure excavations or trenches are inspected each morning and evening to ensure no badgers have become trapped. (3) Open pipework with a diameter of more than 120mm should be properly covered or capped at the end of the working day to

prevent badgers from entering and becoming trapped. (4) The storage of any chemicals should be contained in such a way that they cannot be accessed or knocked over by any roaming badgers. (5) Litter, tools and potentially dangerous materials on site should be cleared at the end of the working day. Care should be taken that there are no sharp metal objects or pointed protrusions on the ground which could seriously injure a badger due to their poor eyesight. (6) Fires should be lit only in secure compounds away from areas of badger activity and should be fully extinguished at the end of the working day.

This written notice does not constitute the grant of planning permission. Should the conditions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) not be met, then an application for full planning permission is required. The applicant is recommended to submit an application to the local planning authority for a Certificate of Lawful Development to establish that the proposed development is lawful.

The development stated above may be liable to pay the Community Infrastructure Levy. You must therefore complete and return a [form 5 notice of chargeable development.pdf](https://www.planningportal.co.uk/forms/5-notice-of-chargeable-development.pdf) ([planningportal.co.uk](https://www.planningportal.co.uk)) prior to commencing to determine whether the development is liable. Failure to complete this form can incur a penalty surcharge. Please submit all CIL forms and enquiries to developer.contributions@wokingham.gov.uk.

Appeals

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 six months of the date of this letter. Please note an extension of time for lodging an appeal is unlikely to be granted except in special circumstances.

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.

If you intend to submit an appeal to be considered as a Public Inquiry you must notify the Local Planning Authority (planning.appeals@wokingham.gov.uk) and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before you submit the appeal.

Yours sincerely,



Justin Turvey

Head of Development Management - Place & Growth