

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	253030
Site Address:	24a Bramshill Close, Arborfield, Wokingham, RG2 9NF
Expiry Date:	5 February 2026
Site Visit Date:	29 January 2026
Proposal: Householder application for proposed conversion of the garage to habitable accommodation and changes to fenestration.	

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
Core Strategy (CS)	CP1 – Sustainable Development CP2 – Inclusive Communities CP3 – General Principles for Development
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC04 – Sustainable Design and Construction CC07 – Parking CC09 – Development and Flood Risk CC10 – Sustainable Drainage
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
242997	Application for a certificate of lawfulness for the proposed conversion of the existing integrated garage into habitable accommodation along with changes to fenestration.	Refused 17 March 2025
181276	Full application for the erection of a detached 3no bedroom bungalow.	Approve 11 September 2018
001944	Proposed erection of 300 dwellings and associated works.	Approve 25 October 2001

CONSULTATION RESPONSES

Internal

WBC Highways- No Objection subject to conditions
WBC Digital Solutions Scanning

External

REPRESENTATIONS	
Parish/Town Council	COMMENTS: Arborfield & Newland Parish Council has no objections to this planning application but request that a condition is applied that adequate parking provision is made on-site and that there is no reliance on on-road parking.
Ward Member(s)	No comments received
Neighbours	No comments received

APPRAISAL
Site Description: The application relates to a two-storey, detached dwelling located centrally within Bramshill Close, Arborfield, Wokingham. The dwelling has had several planning approval across the years. The proposal seeks to convert the garage into a habitable room, including changes to the fenestration, such as the addition of a window to the front elevation and larger doors to the rear, resulting in an enlarged opening compared to the existing garage. 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: 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 existing garage door would be replaced with fenestration to match the form of the existing first floor windows. This visual change to the frontage would have a negligible

visual impact on the character of the street. Therefore, the impact on the character of the area would be acceptable.

The proposed works, including the insertion of brick infill, windows and doors are modest in scale and in keeping with the established character. As such, the proposal is considered acceptable in terms of scale, design, and materials, and is in accordance with Policy CP3 of the Core Strategy and the Wokingham Borough Design Guide (BDG).

Neighbouring Amenity:

Overlooking:

The proposed front-facing windows are located at ground floor level and do not face directly onto neighbouring private amenity areas. As such, no concerns are raised with respect to overlooking or loss of privacy.

Loss of Light and Overbearing:

Given the limited scope of the development and the absence of any increase in built form, the proposal will not result in any material loss of light or overbearing impact on neighbouring properties.

Highway Access and Parking Provision:

As the proposal would result in an increase in habitable bedrooms, WBC Highways were consulted. They raised no objection, subject to conditions. The property would have six habitable rooms, requiring two car parking spaces (minimum 2.5m x 5.0m each). Highways have confirmed that the existing driveway can accommodate the required parking, which is acceptable.

Although the removal of the garage may result in the loss of existing cycle storage, access to the rear via the existing gate will be retained, which is considered sufficient for cycle storage provision.

Flooding and Drainage:

There are no significant flood risk concerns. The site is located within Flood Zone 1, which is suitable for development, and is identified as being at some risk of surface water flooding

Ecology:

The site is located within an area identified as having bat roost potential. As the proposal does not involve any works to the roof of the property, the development is unlikely to have any impact on bats or their roosting habitats and thus express mitigation via the planning process is not required.

Conclusion:

For the reasons set out above, the proposal is acceptable as it accords with the Development Plan.

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:	Yes/No/Not required
Recommendation:	
Date:	27 January 2026
Earliest date for decision:	8 January 2026

Recommendation agreed by: (Authorised Officer)	
Date:	30/01/26

PLANNING CONSTRAINTS/STATUS

Scale and Location of Development Proposals | Total count: 1

1 *Modest Development Locations Arborfield Garrison*

Strategic Development Locations | Total count: 1

1 *Strategic Development Location Arborfield Garrison*

Wokingham Borough Council Owned Land | Total count: 1

1 *Public Open Space, Baird Road, Arborfield - S106 transfer Absolute Freehold Estate in Land BK479949*

Risk of Flooding from Surface Water | Total count: 4

1	<i>Environment Agency Surface Water Flood Zones</i>	<i>1 in 30 year risk extent</i>
2	<i>Environment Agency Surface Water Flood Zones</i>	<i>1 in 30 year risk extent</i>
3	<i>Environment Agency Surface Water Flood Zones</i>	<i>1 in 100 year risk extent</i>
4	<i>Environment Agency Surface Water Flood Zones</i>	<i>1 in 1000 year risk extent</i>

Bat Roost Habitat Suitability | Total count: 1

1 *Bat survey required for planning applications that involve roof modification or demolition.PG1015 Ecology Officer, Green Infrastructure Team*

Great Crested Newt Impact Risk Zones | Total count: 1

1 *Great Crested Newt Impact Risk Zone AmberFor Householder applications check HH Layer. Consult NatureSpace for all other types of development*

Great Crested Newt Impact Risk Zones - Minor | Total count: 1

1 *Great Crested Newt Impact Risk Zone AmberConsult NatureSpace for any minor development that intersects a red or amber zone in this layer*

Landscape Character Assessment 2019 | Total count: 1

1 *Landscape Character Assessment 2019 Arborfield Cross and Barkham Settled and Farmed Clay*