



**WOKINGHAM  
BOROUGH COUNCIL**

Wokingham Borough Council  
Planning Services  
PO Box 157, Civic Offices, Shute End  
Wokingham, Berkshire  
RG40 1WR  
email: [development.control@wokingham.gov.uk](mailto:development.control@wokingham.gov.uk)  
Phone: 0118 974 6000

## Householder Application for Planning Permission for works or extension to a dwelling

### Town and Country Planning Act 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	<input type="text" value="355"/>
Suffix	<input type="text"/>
Property Name	<input type="text"/>
Address Line 1	<input type="text" value="Finchampstead Road"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Wokingham"/>
Town/city	<input type="text" value="Finchampstead"/>
Postcode	<input type="text" value="RG40 3JU"/>

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="479949"/>	<input type="text" value="165389"/>

Description

## Applicant Details

### Name/Company

Title

Mr

First name

Karl

Surname

Bowdrey

Company Name

### Address

Address line 1

355 Finchampstead Road

Address line 2

Address line 3

Town/City

Wokingham

County

Country

United Kingdom

Postcode

RG40 3JU

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

## Description of Proposed Works

Please describe the proposed works

The proposed works involve the conversion of the existing internal garage into a habitable room. This will include the removal of the existing side access door and the removal of the current garage door. The former garage door opening will be infilled with matching brickwork and fitted with a new energy-efficient uPVC window.

In addition, the proposal includes the construction of a small single-storey rear extension to square off the rear elevation of the property. The extension will incorporate a pitched roof, matching the style and materials of the existing roof, and will span the full width of the property.

Has the work already been started without consent?

- ☐ Yes  
☒ No

## Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes  
☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Walls

**Existing materials and finishes:**

Existing Brick as per planning concent 191221 - Wienerberger "Olde Farndale Multi" was the approved brick.

**Proposed materials and finishes:**

Wienerberger "Olde Farndale Multi"

**Type:**

Windows

**Existing materials and finishes:**

uPVC Windows

**Proposed materials and finishes:**

New 3-pane energy-efficient uPVC window

**Type:**

Roof

**Existing materials and finishes:**

Roof tiles – Sandtoft Humber Plain Roof Tile from the Weinberger Group in Dark Grey

**Proposed materials and finishes:**

Roof tiles – Sandtoft Humber Plain Roof Tile from the Weinberger Group in Dark Grey

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☐ Yes

☒ No

## Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

☐ Yes

☒ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

☐ Yes

☒ No

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

☐ Yes

☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

☐ Yes

☒ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- ☐ Yes  
☒ No

## Parking

Will the proposed works affect existing car parking arrangements?

- ☒ Yes  
☐ No

If Yes, please describe:

The proposed development will involve the removal of the existing internal garage parking space. Despite this, the property will retain three clear off-street parking spaces on the large front driveway, along with sufficient turning space to allow vehicles to enter and exit the site safely.

## Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)\*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

- ☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

\*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes  
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent  
☒ The applicant  
☐ Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes  
☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

\*\*\*\*\* REDACTED \*\*\*\*\*

First Name

\*\*\*\*\* REDACTED \*\*\*\*\*

Surname

\*\*\*\*\* REDACTED \*\*\*\*\*

Reference

252820

Date (must be pre-application submission)

21/11/2025

Details of the pre-application advice received

Planning application 191221, was approved in August 2019 for the erection of two detached dwellings. Condition 8 on the Decision Notice states the following;

The garage shown on the 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.

Therefore planning permission is required for these works.

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 the development should be acceptable providing it complies with the principles stated in the Core Strategy.

## Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

☐ Yes

☒ No

Certificates under Article 14 - Town and Country Planning (Development Management Procedure)  
(England) Order 2015 (as amended)

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

☐ Yes

☒ No

Can you give appropriate notice to all the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

☒ Yes

☐ No

**I certify/ The applicant certifies that:**

- ☒ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or
- ☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

**\*\* "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990**

Owner/Agricultural Tenant

<p><b>Name of Owner/Agricultural Tenant:</b> ***** REDACTED *****</p> <p><b>House name:</b></p> <p><b>Number:</b> 355</p> <p><b>Suffix:</b></p> <p><b>Address line 1:</b> Finchampstead Road</p> <p><b>Address Line 2:</b></p> <p><b>Town/City:</b> Finchampstead</p> <p><b>Postcode:</b> RG40 3JU</p> <p><b>Date notice served (DD/MM/YYYY):</b> 21/11/2025</p> <p><b>Person Family Name:</b></p>
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Person Role

- ☒ The Applicant  
☐ The Agent

Title

Mr

First Name

Karl

Surname

Bowdrey

Declaration Date

23/11/2025

☒ Declaration made

## Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Karl Bowdrey

Date

23/11/2025