

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	261863
Site Address:	Mallards, School Road, Hurst, Wokingham, RG10 0DR
Expiry Date:	6 October 2026
Site Visit Date:	28 September 2026
Proposal: Householder application for the proposed conversion of the loft space, including the installation of a conservation-style rooflight to the front roofslope and two first-floor side-facing windows.	

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 CP7 – Biodiversity CP9 – Scale and Location of Development Proposals
MDD Local Plan (MDD)	CC01 – Presumption in Favour of Sustainable Development CC02 – Development Limits CC03 – Green Infrastructure, Trees and Landscaping CC07 – Parking
Wokingham Borough Local Plan Update (LPU)	SS1 – Sustainable development principles SS2 – Spatial strategy and settlement hierarchy SS4 – Development within or adjacent to minor settlements NE4 – Trees, woodland, hedges and hedgerows
Other	Borough Design Guide Supplementary Planning Document CIL Guidance + 123 List

PLANNING HISTORY

Application No.	Description	Decision & Date
060498	Proposed erection of one detached dwelling with garage, demolition of existing garage.	Application Withdrawn 28 th September 2006
070014	Proposed erection of one detached dwelling with garage. Demolition of existing garage.	Refused 16 th May 2007
072449	Proposed erection of one detached dwelling with garage. Demolition of existing garage.	Refused 12 th November 2007

111178	Application for submission of details to comply with the following conditions of planning consent F/2007/2233: 2. Approval of samples of materials to be used in construction of external surfaces. 3. Approval of measured survey of the site and a plan showing ground and floor levels. 4. Approval of details of the proposed vehicular access and visibility splay. 9. Approval of a plan showing boundary treatment. 10. Submission/approval of a plan which identifies trees, shrubs and hedges to be retained and a scheme for their protection. 11. Submission/approval of details of landscaping details.	Replied 4 th April 2011
111303	Application to vary condition 4 - to allow smaller sight line- i.e 2x30.3m and condition 11 - to allow to retain more of lime hedge to front boundary, of planning consent F/2007/2233.	Approved 14 th April 2011
111462	Application to extend implementation date of planning consent F/2007/2233 for a further 3 years (Proposed erection of one detached dwelling with garage. Demolition of existing garage).	Approved 19 th May 2011
110524	Proposed erection of 1 x 2 bedroom dwelling (Amendments to planning consent F/2007/2233)	Approved 12 th September 2011
110904	Application for submission of details to comply with the following conditions of planning consent F/2011/1461: 3. Submission and approval of materials to be used in the construction of external surfaces. 4. Submission and approval of details of all boundary treatments. 10. Details of visibility splays. 11. Submission and approval of a measured survey of the site. 12. Submission and approval of a landscaping scheme.	Replied 1 st November 2011
112241	Application for submission of details to comply with conditions 4 and 12 of planning consent F/2011/1461. 4. Details of all boundary treatments. 12. Scheme of landscaping.	Approved 23 rd November 2011
110267	Proposed variation to condition 2 of planning consent F/2011/1461 to allow for a storm porch over the front entrance door and increase in kitchen length to accommodate a rear door.	Approved 4 th January 2012

CONSULTATION RESPONSES

Internal

WBC Digital Solutions Scanning- No comments received
WBC Landscape and Trees- No objection

WBC CIL- No comments received
WBC Ecology- No comments received
External
None consulted

REPRESENTATIONS	
Parish/Town Council	No comments received
Ward Member(s)	No comments received
Neighbours	1 representation as follows; - One letter of representation has been received raising no objection to the proposed fenestration alterations shown on the submitted plans, subject to clarification of certain matters. The representation notes that the proposed dormer window design was previously approved by the Planning Inspectorate and raises no objection to the replacement fenestration as illustrated. The representation queries an apparent discrepancy between the description contained within the neighbour notification letter, which refers to the installation of a conservation-style rooflight, and the submitted plans which do not appear to show such a feature. Concern is also raised regarding information contained within the application form relating to trees and hedges on or adjacent to the site. The correspondent advises that there are a number of mature trees located within and adjoining the site, including a veteran oak subject to Tree Preservation Order 1141/2006, together with other mature trees and vegetation close to the proposed development. Clarification is sought regarding whether future pruning or removal of trees may be necessary to maintain light to the proposed windows. The representation emphasises the visual amenity value of the existing trees and vegetation surrounding the site, including a mature oak, conifer, ash, willow and other boundary vegetation, and requests that these features are retained wherever possible. Particular support is expressed for the retention of the protected veteran oak tree and other vegetation that contributes to the wooded character of the area and screens views between neighbouring properties. Comments are also made regarding historic boundary treatments, land ownership and title boundaries.

	These matters relate to private land ownership and boundary arrangements between neighbouring properties. Finally, the representation advises that bats are regularly observed using the area, including along Cranford Drive, and requests the retention of mature trees and vegetation which may assist as commuting and foraging routes for bats.
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APPRAISAL

Site Description: This application site relates to a two-storey detached dwelling in the residential area of Hurst, Wokingham.

Proposal: This planning application seeks permission for the proposed conversion of the loft space, including the installation of a conservation-style rooflight to the front roof slope and two first-floor side-facing windows.

Planning History: The site has a planning history relating to the erection of an additional dwelling and subsequent amendments to the approved scheme. An application for the erection of a detached dwelling with garage following the demolition of the existing garage (060498) was withdrawn on 28 September 2006. Revised applications for the same development under references 070014 and 072449 were subsequently refused on 16 May 2007 and 12 November 2007.

Planning permission was later granted under application F/2007/2233 for the erection of a detached dwelling with garage. Following this approval, application 111178 was submitted and responded to on 4th April 2011 in relation to the discharge of conditions concerning external materials, site levels, vehicular access, boundary treatments, tree protection and landscaping. Application 111303 was approved on 14th April 2011 to vary conditions relating to the visibility splays and retention of the front boundary lime hedge. Permission was subsequently granted under application 111462 on 19th May 2011 to extend the implementation period of planning permission F/2007/2233 by a further three years.

Further amendments to the approved dwelling were permitted under application 110524, approved on 12th September 2011, for the erection of a two-bedroom dwelling as amendments to planning permission F/2007/2233. Subsequent applications relating to the discharge of conditions attached to planning permission F/2011/1461 were responded to under application 110904 on 1st November 2011 and approved under application 112241 on 23rd November 2011. More recently, application 110267 was approved on 4th January 2012 for a variation of Condition 2 of planning permission F/2011/1461 to allow the addition of a storm porch over the front entrance door and an increase in the kitchen length to accommodate a rear door.

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: Policy CP3 of the Core Strategy states that developments are of appropriate scale of activity, mass, layout, built form, height, materials and character the area together with a high quality of design without detriment to other adjoining land users. R1 of the Borough Design Guide SPD requires that development contribute positively towards and be compatible with the historic or underlying character and quality of the local area.

The site is located within a predominantly residential area characterised by a varied mix of dwelling types and designs. The proposed loft conversion would utilise the existing roof space and would involve only limited external alterations in the form of rooflights. Given the modest nature of these changes and their integration within the existing roof slopes, the proposal would not materially alter the appearance of the dwelling or appear incongruous within the street scene. The proposal is therefore considered to preserve the character and appearance of the area.

Therefore, the proposed development is considered acceptable and will have an acceptable impact on the character of the street scene. The proposal is therefore in accordance with policies CP1 and CP3 of the Core Strategy and the advice and guidance contained in the Borough Design Guide.

Neighbouring Amenity: Policy CP3 of the Core Strategy, which requires development to be of an appropriate scale, mass, layout and height, and to achieve a high quality of design without detriment to the amenities or quality of life of adjoining occupiers.

The proposal relates to the conversion of the existing loft space to provide additional habitable accommodation. Externally, the proposal includes the insertion of one rooflight within the rear roof slope and one window within the side elevation. In terms of privacy, it is noted that rooflights already exist within the rear roof slope and these are not considered to result in unacceptable overlooking of neighbouring properties. Given the limited nature of the works, the proposal would not result in any material increase in bulk, scale or massing and would therefore not give rise to adverse impacts in terms of loss of light, outlook or overbearing effects upon neighbouring occupiers.

Highway Access and Parking Provision: There is no change in level of driveway parking available, and no off-street parking is proposed. As a result, the proposal does not impact parking or access provisions, therefore, no comments from the Council's Highways team have been received.

Landscape and Trees: A protected Oak (*Quercus robur*), TPO-1141-2006, is located in neighbouring property, Cherry Fields, Cranford Drive. This mature tree is located just over the boundary line to the south of the Site and can be seen from the public realm. Its lateral branches and root zone are likely to pass into the Site. Despite this, the proposed adaptations to the dwelling are internal and will not have a detrimental impact on landscape. There are two other single trees protected through this same TPO, but they are considerably far away from the proposed works in neighbouring property, Peacocks, School Road, to the north of the Site. As such, the Council's Tree and Landscape Officer raise no objection to the proposed development.

Ecology: The application site is located in an area suitable for bat roosts. The Preliminary Roost Assessment conducted by Urban Tree Experts on 16th July 2026, states that, there are no visible features externally on the building which could be utilised by roosting bats or in which bats could access the building to roost and internally there are no potential roosting opportunities for bats. As such, no comments from the Council's Ecology Officer have been received.

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.

Conclusion: For all the above, the proposal is acceptable, and the application is recommended for approval.

RECOMMENDATION	
Conditions agreed:	Not required
Recommendation:	Approve
Date:	25 September 2026
Earliest date for decision:	2 September 2026

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	29.09.2026