Date: 4 March 2026
Application: 260423

WOKINGHAM
BOROUGH COUNCIL

Development Management & Compliance
P.O. Box 157
Shute End, Wokingham
Berkshire, RG40 1BN
Tel: (0118) 974 6000
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WBC Highways

Dear WBC Highways,

Reg 3 Planning Approval Consultation
Application Number: 260423
Applicant: Mr Jon Charman
Site Address: Bulmershe School, Chequers Way, Woodley, Berkshire, RG2 9XA
Parish: Woodley
Grid Reference: Easting - 475244, Northing - 173350
Type of Development: Minor All other developments
Proposal: Full application for the proposed erection of 1 no. detached single storey building to form a new SEND unit with associated landscaping.
Case Officer: Phillip Richards

Development Management has received the above application, and we require your comments on the proposal using the recommended memorandum below. The documents associated with this are available to view in NEC DM using the application number 260423. Alternatively, public documents are available to view on the Council's planning application search page: Wokingham Borough Council Online Planning.

Please index your response into NEC DM against the application. If you are recommending conditions, you should give a reason with reference to relevant policies. A list of standard conditions can be requested from the case officer.

Your observations are required in respect of this application by **25 March 2026**.

Yours sincerely,
Development Management & Compliance

M E M O R A N D U M

From:	JP		
Service	WBC Highways	**App No:**	260423
Address:	Bulmershe School, Chequers Way, Woodley, Berkshire, RG2 9XA.		
Proposal:	Full application for the proposed erection of 1 no. detached single storey building to form a new SEND unit with associated landscaping.		
Type of Development:	Minor All other developments		
Site Visit Made:	Yes/No		

Summary Of Recommendations

☐ No comment
☐ No objection
☐ No objection subject to conditions (and reasons) **stated below**
☒ Request further information before determination as **stated below**
☐ Objection due to the reason(s) **stated below**

Comments On Proposal

General
The applicant proposes to erect a new SEND building of 260m^2 for 25 pupils. The applicant expects majority pupils are new to the school, and up to 8 additional full-time staff will be employed.

The existing main school entrance to the north-east of the site will be utilised, which is welcomed.

Traffic Impacts
While the Highways would have expected the approved trip rates in WBC transport model (WSTM4) to be used for assessment, which is equivalent to a proposed trip generation of 5 and 1 two-way movements in the AM and PM peak, respectively.

In view of the nature of the proposal, the typical trip rates for Secondary School may not apply to this site. The applicant expects there will be six vehicles dropping-off and six vehicles picking-up students during a typical school day, which is acceptable for this instance.

Parking
According to the WBC Parking Standards, Secondary School will require one car parking space per full time equivalent staff member, plus one space per 5 post 17-year-old students.

Eight additional staff parking spaces and three dedicated drop-off / pick-up bays and waiting area are proposed. The additional spaces shall be clearly indicated on the proposed plan. The applicant shall also confirm if those parking are dedicated to the propose SEND unit, or additional unallocated spaces to be utilised by the wider site.

While it is uncertain what is the proposed age distribution of the intake each year, the Highways expect there will be post-17-year-old students over the years. The Highways recommend sufficient parking spaces to be provided for the post-17-year-old students. Alternatively, the applicant shall include the School Travel Plan as part of this proposal.

Cycle Provisions
According to the WBC Parking Standards, one long-term cycle parking allocation will be required per 3 students, and one long-term allocation will be required per 5 staff.

While the applicant suggests there are spare capacity from the existing covered and secure cycle compound, the applicant shall justify the sufficiency of the cycle parking and indicate the cycle compound on the site plan.

Conditions & Reasons (if required)

Date:	11/3/2026	**Signed:**	JP