SYSTEMS LTD

SOUTHPORT U.K.
LONDON OFFICE

APPLICATION NO:
F/2000/0431

LOCATION:
Berkshire Masonic Centre ~~Accountancy Tuition~~ Centre Mole Road, Sindlesham Wokingham.

APPLICANT:
Berkshire Masonic Centre Ltd C/O R T Swales

PROPOSAL:
Proposed two storey side extension to Masonic centre

EARLIEST DATE FOR DECISION: **26/02/2000**

APPLICATION EXPIRY DATE: **22/03/2000**

CASE OFFICER: **Emy Circuit**

EMY.

MR. RON SWALES' ADDRESS AS FROM 24.5.00

THE DOWER HOUSE
LONDON ROAD
BLEWBURY
OXON OX11 9PD

01235 851920

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Berkshire Masonic Centre Ltd
C/O R T Swales
Martingales
Halls Lane
SHINFIELD
Berkshire
RG2 9BD

Application Number: LB/2000/0432

Parish: **WINNERSH**

Location: **Berkshire Masonic Centre Ltd, Mole Road, Sindlesham, Wokingham**

Proposal: **Proposed two storey side extension to listed building**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. This consent relates to the application as amended by and shall be carried out in accordance with revised drawing No. RTS3P submitted to the Local Planning Authority on 23 May 2000 showing revisions to the design of the roof to consist of one continuous hipped section.

Condition
3. No development shall take place until details of mechanical ventilation systems have been submitted to and approved in writing by the Local Planning Authority. These details shall include the routing of ducting, the dimensions, appearance and proposed location (at scale 1:100) of extract fan units. Development shall be carried out in accordance with the approved details, prior to occupation of the extension.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. For the avoidance of doubt.

Reason
3. In the interests of the setting and appearance of the Listed Building.

John Mitchell
Development Control Manager
Date: 11/07/2000

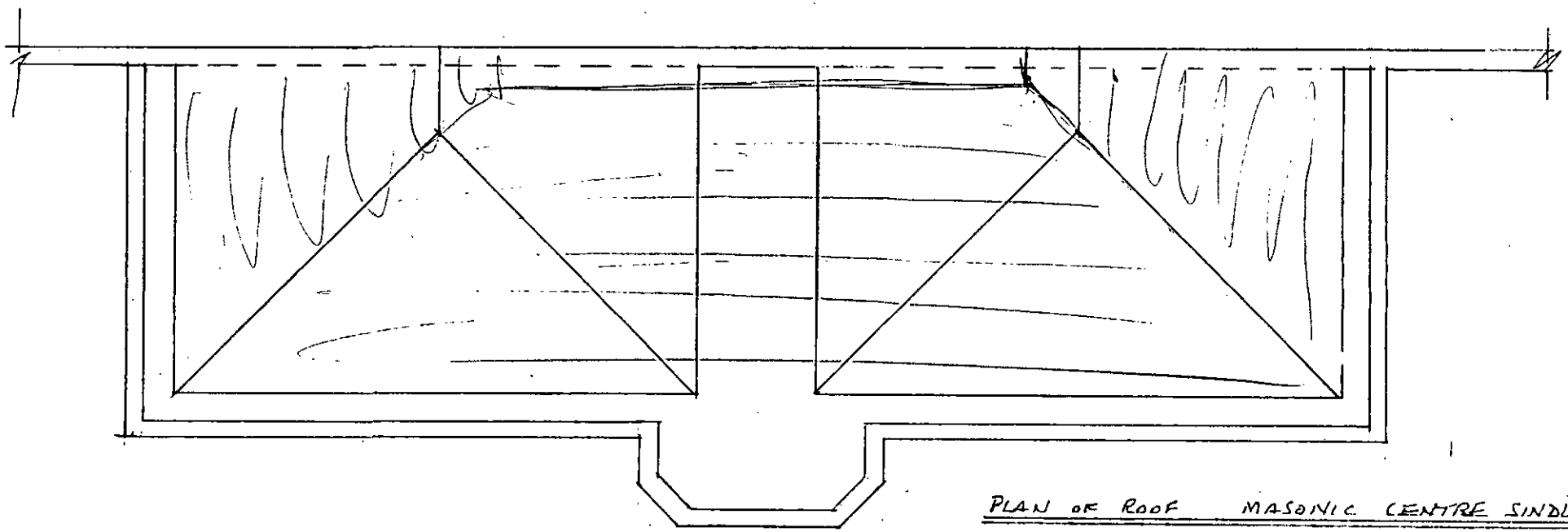
If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

COPIES TO:	FILE:
ACK:	
20 MAR 2000	

ADDITIONAL PLAN

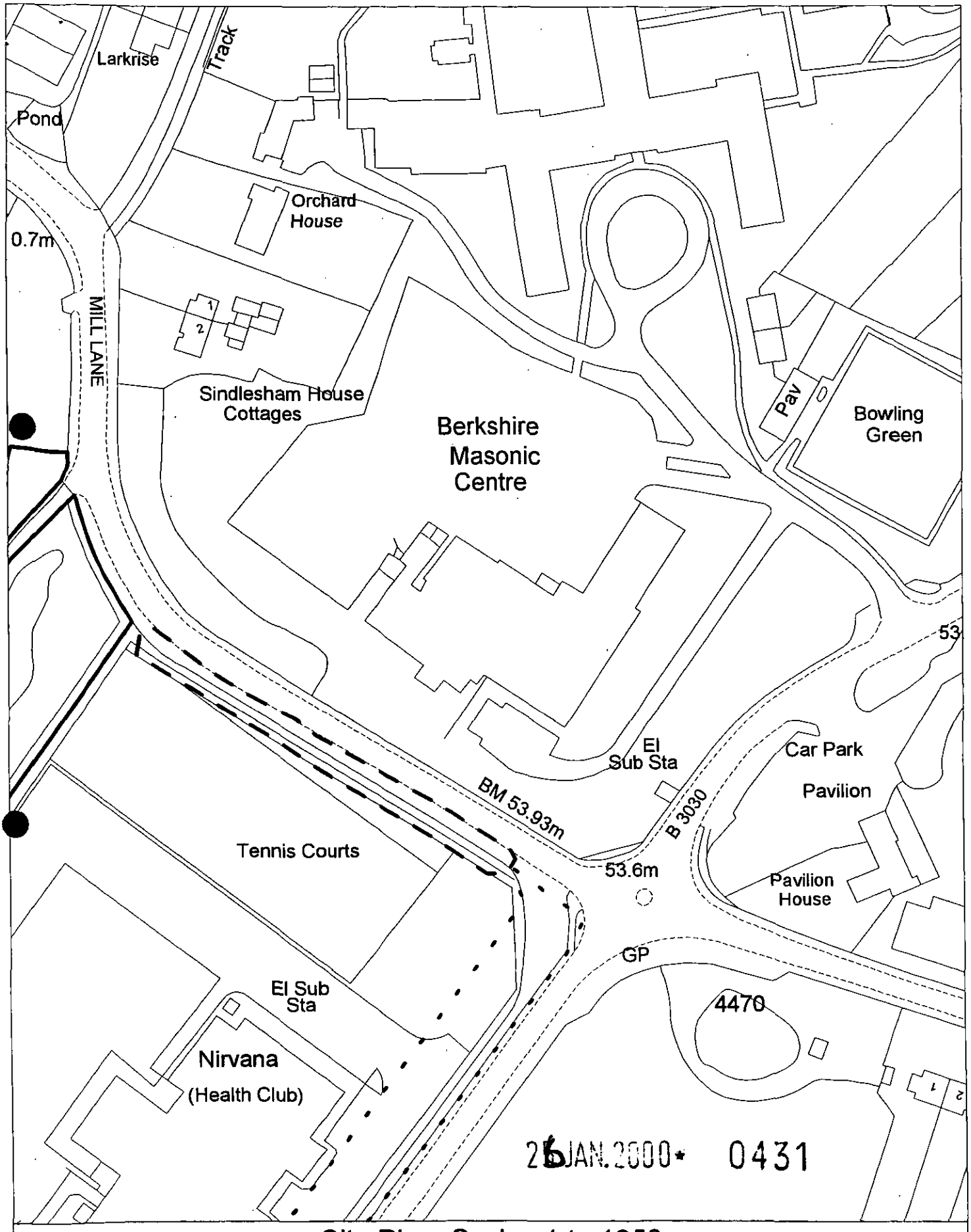
0438

Superseded



PLAN OF ROOF MASONIC CENTRE SINDIESHAM

SCALE 1:100



Site Plan, Scale: 1 to 1250

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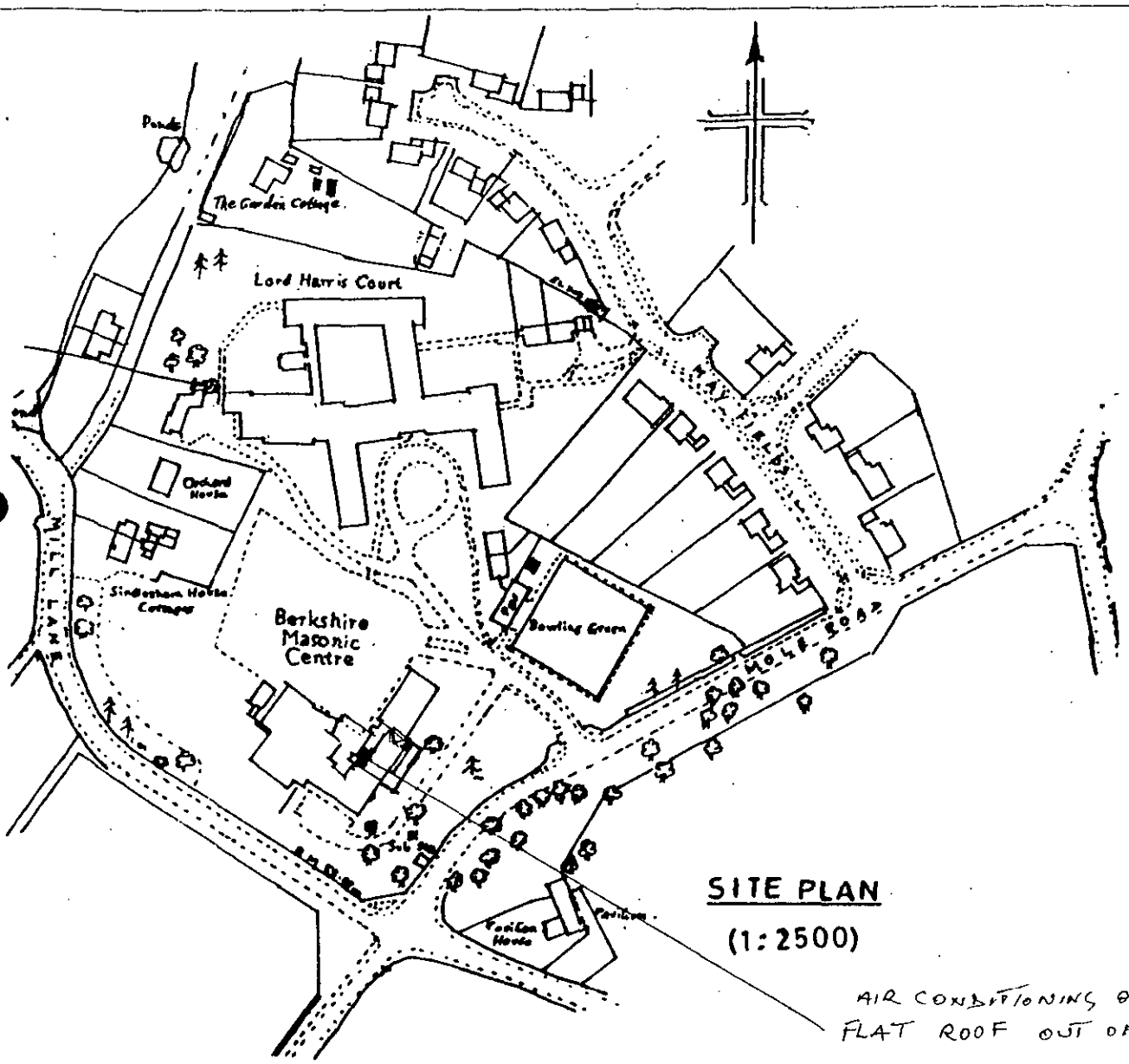
Date: 10 January 2000

N
W E
S



SITE PLAN

(1:2500)

AIR CONDITIONING ON FLAT ROOF OUT OF SIGHT

PLANNING SERVICES	HPT
POL	TLS
DC C+C	ENF
APP	
CS 30505	
13 JUN 2000	
COPIES TO:	ACK:
	FILE:

Tel. 0118 974 6479 (Direct Line)
E-mail: Emy.Circuit@wokingham.gov.uk
Date. 6 September, 2000
My ref. BC/DC/F/2000/0431 & LB/2000/0432

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 977 8909
DX: 33506 – Wokingham

C/o R T Swales
The Dower House
London Road
Blewbury
Oxon
OX11 9PD

Dear Sirs

PLANNING PERMISSION F/2000/0431 & LB/2000/0432
SITE: BERKSHIRE MASONIC CENTRE LTD, MOLE ROAD, SINDLESHAM, WOKINGHAM

I note that you have submitted an application for Building Regulations approval.

I would like to take this opportunity to remind you that Planning Permission Number F/2000/0431 & LB/2000/0432 has condition(s) attached to it. Some of these condition(s) may require approval prior to work commencing on site.

The Council considers that it is important that planning conditions are fully complied with to ensure that development proceeds in the manner it was intended. Consequently, I must point out that failure to comply with the condition(s) could result in a Breach of Condition Notice being served. If the Notice is not complied with your client could be liable to a £1,000 fine.

Any work carried out prior to these conditions being formally discharged is undertaken at your own risk and expense.

If you have already complied with these conditions, please disregard this letter.

If you have any queries regarding this matter please do not hesitate to contact me on the above telephone number.

Yours faithfully

Emy Circuit
Planning Assistant

Revised

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

CASE OFFICER

SITE DETAILS	
PLANNING APPLICATION NUMBER	P/2000/0431 + LB/2000/0432 EXC
BUILDING CONTROL NUMBER.	BP 2000/1030 Part.
~~APPLICANT~~/AGENT	R. T. Scrales
ADDRESS OF SITE	Masonic Centre Mole Road WINNERSH
DESCRIPTION OF PROPOSED WORK	2 Storey side ext to masonic Centre Listed Building.

DRAWING NUMBERS	BC	DC
BLOCK PLAN	recd 21/8/00	recd 26/1/2000
ELEVATIONS	— "	— "
FLOOR PLANS	— "	— "

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	11/7/00.	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	None	
IF YES, WHAT ARE THE DIFFERENCES ?	—	
DATE	7/9/00.	

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED			
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

Application Number F/2000/0431
Conditions/~~Reasons for Refusal~~

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
01	SC01	SR02	
			RTS3P
02	SC04	SR04	Consent/ Drawing [redacted] / 23 May 2000 / revisions to the design of the roof, to consist of one continuous dropped section
03		SR25	
			No development shall take place until details of mechanical ventilation systems have been submitted to and approved in writing by the LPA. These details shall include the routing of ducting, dimensions, appearance and proposed location of extract fan units
			↓, at scale 1:100,
			Development shall [redacted] be carried out in accordance with the approved details prior to occupation of the extension

RECORD OF SITE VISIT

SITE ADDRESS: Berkshire Masonic Centre Accountancy Tuition Centre Mole Road Sindlesham Wokingham.

APPLICATION NUMBER: F/2000/0431

OFFICER: Emy Circuit

DATE OF SITE VISIT: 15/2/00

1 SITE/STATUTORY NOTICE DISPLAYED ? yes x2

2. DESCRIPTION OF SURROUNDINGS

Mixed

3. DESCRIPTION OF SITE/BUILDING

large building on well screened corner plot. -see attached

4. RELATIONSHIP TO ADJOINING PROPERTIES

no near neighbours

5. SITE CONSTRAINTS

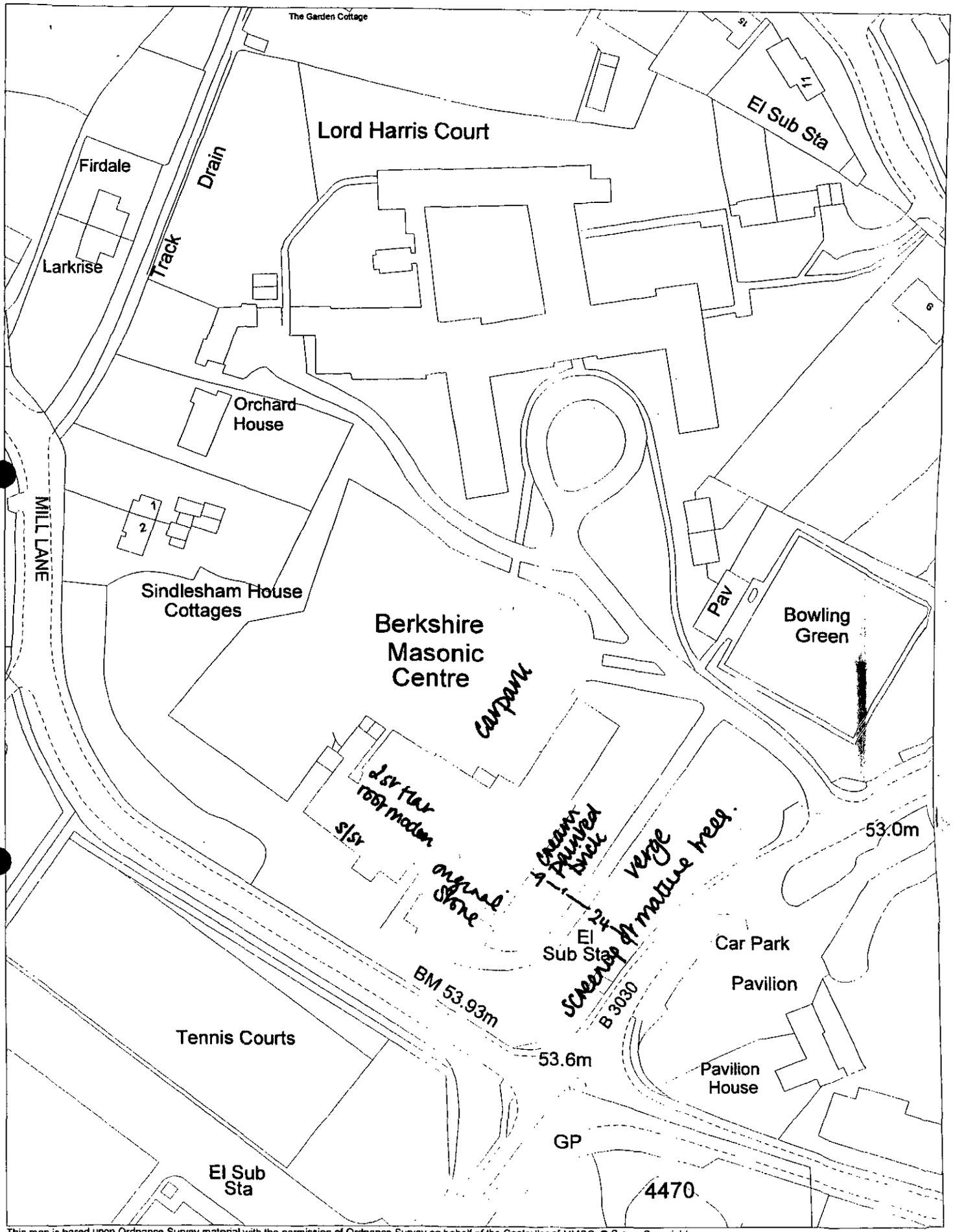
TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT

OTHERS



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Development Control Section, Environmental Services, Wokingham District Council.

4 February 2000

Scale: 1 : 1250

WORK SHEET FOR : Emy Circuit

Application Number : F/2000/0431

Applicant : Berkshire Masonic Centre Ltd C/O R T Swales.

Location : Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.

Proposal : Proposed two storey side extension to Masonic centre

Site Notice Displayed ? :	YES	NO	DATE
	✓		15/2/00

Date of Neighbour Notifications : .....

Date of Site Visit : 15/2/00

Date Registered : 26/01/2000

Earliest Date for Decision : 26/02/2000

Latest Consultation Date/Site Notice Expiry Date : 26/02/2000

Application Expiry Date: 22/03/2000

Consultation Responses :

Highways – no objections / conditions
Arborfield PC – no objection + support Winnersh
Winnersh ~~Bucklebury~~ PC – no parking plan
Conservation ① previous approval similar / need roof plan
② roof plan unsatisfactory / ventilation.
③ revised roof more appropriate - details of ventilation required

Planning Issues :

Identified Settlement
Listed Building / setting of conservation area
WBE1 / WOS3 – neighbours / street scene

Application Number: F/2000/0431 and LB/2000/0432
Berkshire Masonic Centre, Mole Road, Sindlesham

Appraisal: The proposal is for a two-storey side extension to the Masonic Centre, which is a listed building, with several more modern additions. The part of the building, which is proposed to be extended is not part of the original building but is more in keeping with it than some of the more recent additions.

The proposed extension would have a stepped footprint, projecting between 6 metres and 8 metres to the side of the existing building. It would be 20.4 metres wide. A similar extension was approved in 1995 (43277) - the main difference between the proposals is that the previous scheme would have been 3.65 metres deeper and had a U-shaped footprint, with an internal courtyard, allowing natural ventilation of the lodge rooms in the existing building.

The removal of the internal courtyard from the design resulted in two areas of concern initially - the design of the roof itself and ventilation. Revisions to the form of the roof have now been submitted, which are more appropriated to the character of the listed building, and the overall design is now considered acceptable. With regard to ventilation, building regulations would require mechanical ventilation systems for internal rooms, with no natural ventilation, and there was concern that it would not be possible to site the associated equipment, without it being prominent. The details submitted were inadequate but the revised design of the roof allows more scope for discreet positioning and, hence, this issue could be dealt with as a condition.

The design of the proposed extension is in keeping with the listed building, which is not prominent, due to the distance from the boundary and the tree screening around the site. Hence the impact on the character of the area is also acceptable. There are no other buildings near enough to the proposed extension to be affected by it.

Recommendation: conditional approval

Tel: (0118) 974 6479

Date: 30 June 2000

My ref: F/2000/0431

CONFIDENTIAL

Councillor R Turner
Rosedale
Beech Hill Road
Spencers Wood
Reading
RG7 1HL

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 - Wokingham

Dear Councillor

Application Number: F/2000/0431
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Emy Circuit** on **(0118) 974 6479**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 10 July 2000

Yours faithfully

John Mitchell

Head of Planning and Transportation

LISTING FORM
Case officer: **Emy Circuit** Application Number: **F/2000/0431**
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor R Turner

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6479

Date: 30 June 2000

My ref: F/2000/0431

CONFIDENTIAL

Councillor E Siggery
Willow
375 Reading Road
Winnersh
RG41 5LT

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33505 – Wokingham

Dear Councillor

Application Number: F/2000/0431
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

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Yours faithfully

John Morrison

Head of Planning and Transportation

LISTING FORM
Case officer: **Emy Circuit** Application Number: **F/2000/0431**
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor E Siggery

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6479

Date: 30 June 2000

My ref: F/2000/0431

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33505 - Wokingham

CONFIDENTIAL

Councillor ~~D Ball~~ P Bray
~~7 Grovelands Avenue~~ 45 Bluebell Meadows
Winnersh
RG41 5~~JW~~ UW

Dear Councillor

Application Number: F/2000/0431
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Emy Circuit** on **(0118) 974 6479**. If you then feel the application needs to be transferred to the next available Development Control Sub-Committee for decision please fill in the form below.
This form must be received no later than 10 July 2000

Yours faithfully

John Mitchell

Head of Planning and Transportation

LISTING FORM

Case officer: **Emy Circuit** Application Number: **F/2000/0431**
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.
Proposed two storey side extension to Masonic centre

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor ~~D Ball~~ P Bray

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Received by Wokingham District Council

Application No: F/2000/0431

Proposal:
Proposed two storey side extension to Masonic centre

Location:
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428 8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. closed all day Wednesday)

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Emy Circuit P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 26/02/2000. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not normally be possible for an individual reply to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head Planning and Transportation

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: ~~5 JAN 2000~~ VALID 26 JAN 2000

Map No. 67 Site 152

Officer: EXC | Application No. F/2000/0431

Easting: ..... Flood Pln .....

Northing: ..... Mineral .....

Level: ☐ Sub Committee ☑ Delegated ☐ Sec. State

☑ Incorrect Fee ☑ Invalid ☐ PD

Description:

(F) PROPOSED TWO STOREY SIDE EXTENSION TO MASONIC CENTRE

Location: MOLE ROAD

Parish: WINNERSH Ward: Winnersh

1:2:2000.

Applicant: BERKSHIRE MASONIC CENTRE LTD

Fee Received 95-00 Required 760-00 requested 17/1 Additional 665-00 Refund .....

(B) Enforcement Section to be notified ☐ tick if required

Received 26/1/00

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties			
3	Forms unsigned		✓ 17/1	
4	Correct S 66 certificate	Old cert 66 (20 days) agric holdings cert deleted.		
5	Elevation plans			
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 (2) 2*

Advertisement Required .....listed (not cons).....

Date Site Notice Sent : 1.2.2000 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control	NF: .....
Landscape	NK: .....
Trees	NK: .....
(Conservation Officer)	(NK:) ✓
Environmental Health	NA: .....
Housing	NA: .....
(Leisure & Cultural services)	(PA:) ✓
Public Rights of Way	PA: .....
Property	NG: .....
District Secretary (only if called in by SOS)	MA: .....
Policy & Plans	QA: .....
Strategic Planning (JSPU)	HA: .....
Minerals (BABTIE)	GA: .....
Archaeological Site (BABTIE)	: .....
Education	AP: .....
Social Services	BT: ..... ✓
(Highways)	(XA:) .....

EXTERNAL CONSULTATIONS

Adjacent D P A	: .....
Adjacent Parish	: (Arborfield)
Southern Electricity Board	BN: .....
British Gas	BM: .....
PSA Oil Pipeline	BD: .....
Transco	: .....
Environment Agency	BP: .....
Rail Track	BI: .....
Police Arch. Liaison Officer	PC: .....

HERITAGE BODIES

The Georgian Group	KC: .....
Ancient Monuments Society	KA: .....
Council for British Arch.	KB: .....
RCHME	KF: .....
Telecommunications (NRPB)	: .....
Sport England	: .....

OTHERS:

(English Heritage)

No pre-apps

NEIGHBOURS:

2 x S/N (Mill Lane & Mole Road) ✓

02 JUN 2000

Date: 01 June 2000

To: H Sanders, Conservation

We have received Revised Plans for the following planning application:

Application Number: F/2000/0431

Location: Berkshire Masonic Centre Ltd, Mole Road, Sindlesham, Wokingham.

Proposal: Proposed two storey side extension to Masonic centre

Applicant: Berkshire Masonic Centre Ltd C/O R T Swales.

Case Officer: Emy Circuit

The new plans show the following: Revisions to design of roof. Drawing no RTS 3P.

Comments are required by 11/06/2000.

Should you have any queries regarding this application please contact the case officer Emy Circuit on (0118) 974 6479.

I CONSIDER :

1. THE REVISED ROOF ARRANGEMENT IS MORE APPROPRIATE TO THE HISTORIC HOST BUILDING
2. THE INTERNAL PLANNING MAY REFLECT THE PROPOSED USE BUT ANY MAJOR REVISIONS / ALTERATIONS REQUIRED TO COMPLY WITH CURRENT BUILDING REGULATION. ~~REQUIREMENTS~~ SHOULD BE CONSIDERED NOW.

Harold Sanders.
CONSERVATION ARCHITECT.
06. 06. 00.

Date: 01 June 2000

To: Case Officer

We have received Revised Plans for the following planning application:

Application Number: F/2000/0431

Location: Berkshire Masonic Centre Ltd, Mole Road, Sindlesham, Wokingham.

Proposal: Proposed two storey side extension to Masonic centre

Applicant: Berkshire Masonic Centre Ltd C/O R T Swales.

Case Officer: Emy Circuit

The new plans show the following: Revisions to design of roof. Drawing no RTS 3P.

Comments are required by 11/06/2000.

Should you have any queries regarding this application please contact the case officer Emy Circuit on (0118) 974 6479.

Tel. 0118 974 6477 (Direct Line)
Fax. 0118 974 6486
Email. Eileen.Davis@wokingham.gov.u
Send over to Gary.
Date. May 25, 2000
My ref. EMD/29858

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Mr. R. Swales
The Dower House
London Road
Blewbury
Oxon, OX11 9PD

0432
0431
REVISED PLAN

Dear Mr Swales,

RE: ELEVATIONS FOR THE BERKSHIRE MASONIC CENTRE, MOLE ROAD, SINDLESHAM

Thank you for 8 copies of the elevation plans, dated 17th May 2000, which arrived today.

I have passed them on to Harold Sanders, the Conservation Architect.

Yours sincerely

Eileen Davis

Eileen Davis
Technical Officer
Tree and Landscape Section

(RING ONE)

(REVISED PLANS) ADDITIONAL PLANS MINOR AMENDMENTS ADDITIONAL / REVISED PLANS TO COMPLY WITH CONDITIONS

App No. F/2000/431 (Planaps) / (Ludhouse) Date Rec.
LB/2000/0432

Location: Berkshire Masonic Centre, Mole Rd, Sindlesham

Parish Winnersh

Applicant:

Description of attached plans Revisions to design of roof

Drawing No's: RTS 3P.

CONSULTEES

Copies of plans will automatically be sent to Woodley Library, Part I Reg., Parish Council, Ward Councillors and the Case Officer unless specified.

Please tick which of the following you wish consulted.

OTHERS: English Heritage.

		Drawing No's	
1.	NK (Landscape & Trees)		☐
2.	NK (Env. Design)	Conservation	✓
3.	XA (Highways)		☐
4.	NF (Building Control)		☐
5.	BC/DC Liaison		☐

A full set of plans will be sent to all consultees unless particular drawing No's are specified in the spaces above.

NEIGHBOURS:

Date for Responses 10 days

FURTHER ACTION

Re-advertise App. Y / (N) (Delete as required)

Redate Application Y (N) From

New Site Notice Y / (N)

New Description

CASE OFFICER EXU

Consultations Sent by Admin. on 01.06.PS.

Yellow - Part One Copy
Green - Officer's Copy

Tel: (0118) 974 6479 (Direct Line)
Fax: (0118) 974 6484
Email: Emy.Circuit@wokingham.gov.uk
Date: 8 May 2000
My ref: EXC/F/2000/0431 and LB/2000/0432

Mr R T Swales
Martingales
Halls Lane
Shinfield
Berkshire
RG2 9BD

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Mr Swales

BERKSHIRE MASONIC CENTRE, MOLE ROAD, SINDLESHAM – APPLICATIONS F/2000/0431 AND LB/2000/0432

Thank you for the roof plan for the above applications. This has been discussed with Harold Sanders (Conservation Officer) and, it is considered that it would be preferable either to have a single continuous section of roof, with a shallower pitch than is currently proposed, which would result in a similar appearance to the previously approved application, or a flat roof. Please contact the case officer, Emy Circuit if you wish to discuss these alternative suggestions and let us know during the next ten working days, whether you intend to submit revised plans.

There is a further query regarding ventilation of the Lodge Rooms. I understand that, to comply with Building Regulations, mechanical ventilation systems would be required in Lodge Rooms 1 and 2 and this may have an impact on the character of the listed building. To enable the application to be progressed please supply details of any such system which is proposed, including the rooting of ducting, the dimensions and proposed location of extract fan units and an indication of what they would look like.

I hope this information is of assistance to you. However, it is of an advisory nature only and given without prejudice to any future decision that this Council may take. If you have any queries regarding the application, please contact Emy Circuit on the number above.

Yours sincerely

M L Thorp,
Principal Development Control Officer

Date: 27 March 2000

31 MAR 2000

To: Harold Sanders, Conservation

We have received Additional Plans for the following planning application:

Application Number: LB/2000/0432

Location: Berkshire Masonic Centre Ltd, Mole Road, Sindlesham, ~~Wokingham~~.

Proposal: Proposed two storey side extension to listed building. WINNERSH.

Applicant: Berkshire Masonic Centre Ltd C/O R T Swales.

Case Officer: Emy Circuit

The new plans show the following: Roof plan.

For information only.

Should you have any queries regarding this application please contact the case officer Emy Circuit on (0118) 974 6479.

THE ROOF PLAN SUGGESTS THE REVISED LAYOUT WILL PRESENT AN UNSATISFACTORY ADDITION TO THIS PART OF THE FORMER SCHOOL BUILDING. WHICH ADJOINS THE LISTED BUILDING.

THERE IS AN ESSENTIAL DIFFERENCE BETWEEN THIS LATEST PROPOSAL AND THE APPROVED SCHEME — THE OMISSION OF THE COURTYARD AREA, WHICH PROVIDED LIGHT & VENTILATION TO THE INTERIOR.
ALTHOUGH APPEARING SIMILAR IN ELEVATION TREATMENT, THE NECESSARY REVISIONS REQUIRED TO THE PLAN FOR BUILDING REGULATION REQUIREMENTS WOULD SUGGEST THIS TO BE AN UNACCEPTABLE SCHEME Harold Sanders 10.04.00.

Date: 27 March 2000

To: Case Officer

We have received Additional Plans for the following planning application:

Application Number: LB/2000/0432

Location: Berkshire Masonic Centre Ltd, Mole Road, Sindlesham, Wokingham.

Proposal: Proposed two storey side extension to listed building.

Applicant: Berkshire Masonic Centre Ltd C/O R T Swales.

Case Officer: Emy Circuit

The new plans show the following: Roof plan.

For information only.

Should you have any queries regarding this application please contact the case officer Emy Circuit on (0118) 974 6479.

(RING ONE)

1970

REVISED PLANS | ADDITIONAL PLANS | MINOR AMENDMENTS | ADDITIONAL / REVISED PLANS TO COMPLY WITH CONDITIONS

App No. [illegible] (Planaps) / (Ludhouse) LB/2000/0432

Date Rec. 20/3/00

Location: Berkshire Masonic Centre

Parish Winnersh

Applicant: Berkshire Masonic Centre

Description of attached plans ROOF PLAN

Drawing No's: /

CONSULTEES

Copies of plans will automatically be sent to Woodley Library, Part I Reg., Parish Council, Ward Councillors and the Case Officer unless specified.

Please tick which of the following you wish consulted.

OTHERS:

		Drawing No's	
1.	NK (Landscape & Trees)		
2.	NK (Env. Design)	Conservation	✓
3.	XA (Highways)		
4.	NF (Building Control)		
5.	BC/DC Liaison		

A full set of plans will be sent to all consultees unless particular drawing No's are specified in the spaces above.

NEIGHBOURS:

Date for Responses INFO ONLY

FURTHER ACTION

Re-advertise App. Y / N (Delete as required)

Redate Application Y / N From

New Site Notice Y / N

New Description

CASE OFFICER EXC

Consultations Sent by Admin. on 27.03.PS.

Yellow - Part One Copy
Green - Officer's Copy

HIGHWAYS CONSULTATION SHEET

From: Emy Circuit

Date: 01 February 2000

Application Number: F/2000/0431

Proposal: Proposed two storey side extension to Masonic centre.

Site Address:
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.

Applicant:
Berkshire Masonic Centre Ltd C/O R T Swales.

Your observations are required in respect of this application within ***7 days*** *of the above date.*

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☐ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☑ Recommend approval with **no** condition(s) or reason(s).

Signed: N.S.T **Print name:** N TROTTER

22-2-00

FROM: Emy Circuit

DATE: 01 February 2000

DELEGATED

Winnersh Parish Council Consultation Sheet

Application Number: F/2000/0431

- 3 FEB 2000

Proposal: Proposed two storey side extension to Masonic centre.

Site Address: Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.

Applicant: Berkshire Masonic Centre Ltd C/O R T Swales.

Your observations are required in respect of this application **by 26/02/2000**

PLANNING SERVICES | HPT 26087
DC | TLS
CS | ENF
COPIES TO:

The Committee made the following **COMMENT:**

1 It had been difficult to assess the extra car parking arrangements for staff and visitors as no plans had been provided for this.

SIGNED: _____ DATE: 16.02.00

CLERK TO Winnersh Parish Council

To:
Harold Sanders
Urban Design And Conservation Officer

3 FEB 2000

From: Emy Circuit

Date: 01 February 2000

Application Number: F/2000/0431

Proposal: Proposed two storey side extension to Masonic centre.

Site Address:
Berkshire Masonic Centre Accountancy Tuition Centre, Mole Road, Sindlesham, Wokingham.

W
Winnersh

Applicant:
Berkshire Masonic Centre Ltd C/O R T Swales.

Your observations are required in respect of this application within **7 days** of the above date.

See Part 1 for all Plans.

1. I BELIEVE THERE IS AT PRESENT A PLANNING AND LISTED BUILDING CONSENT FOR AN EXTENSION IN THIS LOCATION. IT WOULD BE HELPFUL TO CONSULTEES TO BE AWARE OF THE EXTENT AND DETAIL OF THIS SCHEME.

2. HAS A LISTED BUILDING APPLICATION BEEN SUBMITTED ? IF NOT, IT SHOULD BE REQUESTED NOW.

3. A ROOF PLAN SHOULD BE SOUGHT TO CLARIFY HOW THE PROPOSED BUILDING LINKS WITH THE EXISTING STRUCTURE.

Harold Sanders
CONSERVATION + DESIGN
14. 02. 00.

Arborfield & Newland Parish Council

Temporary Office:

Birch House
Eversley Road
Arborfield Cross
Berkshire
RG2 9PG
Tel 01189 760281
Fax 01189 760934

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS	
14 FEB 2000	
COPIES TO:	ACK:
	FILE:

8 February 2000

Ms Emy Circuit
Planning Case Officer
Wokingham District Council
Shute End
Wokingham
Berkshire
RG40 1RW

Dear Ms Circuit

PA F/2000/0431 Masonic Centre Mole Road
Proposed two storey side extension

Arborfield Parish Council has no objection to the above planning application, but would like to fully support Winnersh Parish Council in their response.

Yours sincerely

Miss Zoe Cowan
Clerk to the Council

By hand 26/1/00.

A/1/00

"MARTINGALES'
HALLS LANE,
SHINFIELD,
NR. READING, BERKS
READING 872629

26 JAN 2000* 0431

Dear Sir/Madam RE BERKSHIRE MASONIC CENTRE
MOOR ROAD SINDLESHAM.

Please find revised plans for the above mentioned property, the buildings have been reduced in size

Yours sincerely

(R.T. SWALES
DIRECTOR.

£760-00 received 26/1/00

1933

① MASONIC CENTRE

ADDRESS MOLE ROAD PARISH WINNERSH

PLOT No. X St MARYS COLLEGE / SINDLESHAM HOUSE ORD. SHEET No. SU. 7769(67)

BUILDER PART LISTED

Plan No.	Applicant	Description of Development	Date of Decision	Decision
R/84/62	SOC. OF THE DIVINE SAVIOUR	CLASSROOM + DORM BLOCK		APP APP
R/139/63	V.R.A. INGHAM	CHAPEL + SACRISTRY	18.7.63	APP
R/14/66	MR. J. ODELL	USE OF PART FOR PLAYGROUP	24.1.66	APP
R/19/68	MASONIC BLDG. COMM.	USE AS MASONIC CENTRE	18.1.68	C/A
O/146/68	"	DEM / REPL. WITH LODGE HALL + CATERING	8.8.68	C/A
R/282/68	"	ALTS / EXTS.	8.8.68	APP C/A
R/533/70	BERKS. MASONIC CENTRE	GARAGE + WORKSHOP	2 Oct 70	APP C/A
993/71	"	CHAPEL	30.9.71	APP APP
992/71	"	STAFF FLAT OVER GARAGE	30.9.71	APP C/A
304/72	"	2 STAFF COTTS. + BOWLS PAVILION	16.3.72	APP C/A
1182/72	"	FOYER BAR + TOILETS		C/A

MINISTRY DECISION

SPECIAL ORDERS

ADDRESS THE ROYAL MASONIC BENEVOLENT INSTITUTION PARISH WINNERSH

PLOT No. MOLE ROAD ORD. SHEET No.

BUILDER LISTED SINDLESHAM

Plan No.	Applicant	Description of Development	Date of Decision	Decision
04720	The Berkshire Masonic Centre	Bandstand adj Ballroom	8.7.76	N/A C/A
05117	" "	ALTS + ADDS. W.C. + CHANGING ROOMS	12.7.76	APP. N/A
05062	" "	" "	26.8.76	N/A C/A
06809	" "	S/STOREY EXTENSION	16.5.77	APP. N/A
10427	" "	[illegible] ROOM	9.8.77	N/A C/A
SR 10827	"	SAN + BOOKROOM ACC. MANAGERS OFFICE, ENTRANCE HALL + MAIN CORRIDOR	11.5.79	APP N/A
10747		"	2.8.79	N/A C/A
10988	" " "	LISTED Building Consent [illegible]	2.8.79	N/A C/A
11042	" " "	EXT TOWING, 2 SINGLE STOREY + MED. PAEDIATRIC UNIT	2.8.79	N/A C/A
R12635	" "	1/flow dining rm ext.	25.1.80	APP N/A
2496	"	"	14.2.80	N/A C/A
12497	"	LBC "	14.2.80	N/A C/A

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

091074

26 JAN 2006 0431

9 THE ROYAL MASONIC BENEVOLENT INSTITUTION

ADDRESS MOLE ROAD PARISH WINNERSH

PLOT No. ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
12789	BERKS MASONIC CENTRE	EXTENSION	10.4.80	N/A CIA
12877	"	LBC "	10.4.80	N/A CIA
BR 12936 (Sec. 66)	"	"	30.1.81	APP N/A
18750	"	EXT. TO MAIN DINING ROOM; LOBBY	13.1.83	N/A CIA
18751 LBC.	"	W.C.'s STORAGE	13.1.83	N/A CIA
BR 20170	"	EXT. TO DINING ROOM (INCLUDING TOILETS & STORAGE FACILITIES)	1.2.83	APP N/A
—				
31277	"	EXT. TO CAR PARK	6.11.88	CIA
39171	"	FLAT ROOF TO PITCHED (DINING ROOM)	13.5.92	CIA
FP/92/0195	"	FLAT ROOF TO PITCHED	6.3.92	APP
39803 LBC	"	"	13.5.92	CIA
40479	"	S/ST. STORE	16.2.93	CIA

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

091074 FP/92/1120	"	STORE ROOM	19.1.92	APP
40570 LBC	"	"	16.2.93	CIA

1933

THE ROYAL MASONIC BEN. INST.

ADDRESS MOLE ROAD PARISH WINNERSH

PLOT No. LISTED ORD. SHEET No.

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
40834	BMC	REBUILD STORE ROOM	5.5.93	Ref
40835 LBC	"	"	5.5.93	Ref
40930 LBC	"		18.5.93	Ref
40929	"	2/ST. EXT. (LIBRARY/OFFICES)	18.5.93	Ref
FP/93/1325	B.M.C.	REBUILD STORE ROOM	16.3.93	APP
41171 LBC	W/DR.			
41570 LBC	"	EXT	24.9.93	CIA
FP93/1956	"	"	20.10.93	APP
42163	"	2/ST. EXT	24.3.94	CIA
42164 LBC	"	"	24.3.94	CIA
43227 LBC	"	"	3.8.95	CIA
43228	"	"	3.8.95	CIA
FP94/3118A	"	LODGE ROOM/DINING ROOM	28.2.95 20.1.95	APP Ref

MINISTRY DECISION

SPECIAL ORDERS

26 JAN 2000 0421

1933

(5) ROYAL MASONIC BEN. INST.

ADDRESS MOLE ROAD **PARISH** WINNERSH

PLOT No. **ORD. SHEET No.**

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
[illegible]/3339 ~~48205~~	RMC.	2/St. EXTENSION	13.4.95	CAMP
96/64618/E	"	S/St. EXTENSION (SOUTH)	5.12.96	CIA
96/64632/CA		VAR. COND. 5 ON 43228 (REAR)	10.02.97	26.02.97 CIA
96/64636/CA	"	S/St. EXTENSION (SOUTH)	5.12.96	CIA
98/7413/A	"	Rebuild Storeroom	26.5.98 19.6.98	REF APP

MINISTRY DECISION 26 JAN 2000 C431

SPECIAL ORDERS

1789/a

SECTION 66 CERTIFICATE

Application No. 25 JAN 2000* 0431

25 JAN 2000* 0431

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

CERTIFICATE A

I certify that:

at the beginning of the period of 21 days ending with the date of the accompanying application, nobody, except the applicant, was the owner of (a) of any part of the land to which the application relates.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

OR

CERTIFICATE B

I certify that:

I have/The applicant has* given the required notice to everyone else who, at the beginning of the period of 21 days ending with the date of the accompanying application was the owner (a) of any part of the land to which the application relates, as listed below.

Owner's(a) name	Address at which notice was served	Date on which notice was served

+ See Note (a) to Certificate A

OR

CERTIFICATE C

I certify that

- I/The applicant* cannot issued a certificate in accordance with either paragraph (a) or paragraph (b) of Section 66(1) of the Act in respect of the accompanying application.

- I have/The applicant has* given the required notice to the persons specified below, being persons who at the beginning of the period of 21 days ending with the date of the application were owners (a) of any part of the land to which the application relates.

Owner's(a) name	Address at which notice was served	Date on which notice was served

(b) Insert description of steps taken.

- I have/The applicant has* taken all reasonable steps open to me/him/her* to find out the names and addresses of the other owners (a) of the land, or of a part of it, but have/has* been unable to do so. These steps were as follows:

(b) .....

.....

(c) Name of local newspaper circulating in the area where the land is situated.

(d) Date of publication (which must be not earlier than the beginning of the period of 21 days ending with the date of the application).

- Notice of the application as attached to this Certificate, has been published in the (c) .....

on (d) .....

1789/b

CERTIFICATE D

I certify that

- I/The applicant cannot issue a certificate in accordance with paragraph (a) of Section 66 of the Act in respect of the accompanying application.

- I/The applicant have/has taken all reasonable steps open to me/him/her to find out the names and addresses of everyone else who, at the beginning of the period of 21 days beginning with the date of application was the owner (a) of any part of the land to which the application relates, but have/has been unable to do so. These steps were as follows:

(b) . . . . . .

. . . . . .

- Notice of the application as attached to this Certificate, has been published in

the (c) . . . . . .

on (d) . . . . . .

OR

(b) Insert description of steps taken

(c) Insert name of local newspaper circulating in the area where the land is situated.

(d) Insert date of publication (which must not be earlier than the beginning of the period of 21 days ending with the date of the application).

ALL APPLICANTS MUST COMPLETE THIS SECTION

If any of the site is part of an area of land which is let or there is an agreement to let the land for agricultural purposes to a tenant, it may be an agricultural holding. Further advice may be obtained from the Department.

Agricultural Holdings Certificate

One or other section must be crossed through as not applicable.

If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

- None of the land to which the application relates is, or is part of, an agricultural holding.

OR

- I have/The applicant has given the required notice to every person other than my/him/herself who, at the beginning of the period of 21 days ending with the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's name	Address at which notice was served	Date on which notice was served

Signed . . . . . .

On behalf of BERKSHIRE MASONIC CENTRE LTD

Date . . 4/1/00 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

1769a

WOKINGHAM DISTRICT COUNCIL
PLANNING APPLICATION

PART 1

APPLICATION FOR PERMISSION TO CARRY OUT DEVELOPMENT - TOWN AND COUNTRY PLANNING ACTS

Please answer **ALL QUESTIONS** in **BLOCK LETTERS**. If a question is not applicable, answer **N/A** in space. Please submit **SIX** copies of this form and plans to:-

THE DISTRICT PLANNING OFFICER,
WOKINGHAM DISTRICT COUNCIL,
PLANNING DEPARTMENT,
P.O. Box No. 157,
COUNCIL OFFICES,
SHUTE END,
WOKINGHAM,
BERKSHIRE, RG11 1WR

FOR OFFICE USE ONLY

26 JAN 2000 L431

1.	APPLICANT'S NAME	BERKSHIRE MASONIC CENTRE LTD
	ADDRESS	MOLE ROAD SINDLESHAM. WOKINGHAM BERKS
	POST CODE	RG41 5BB PHONE 978 3902
2. If the applicant has an agent, all correspondence will be sent to the agent	AGENT'S NAME	R.T. SWALES.
	ADDRESS	MARTINGALES HALLS LANE SHINFIELD BERKS
	POST CODE	RG2 9BD PHONE 9872629
3. On the plans show the SITE outlined in RED Show also OTHER land in the applicant's ownership or control in BLUE.	SITE LOCATION	MOLE ROAD SINDLESHAM.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		CHANGING ROOMS OFFICES & LIBRARY
5. Give the area in hectares or part of a hectare	AREA OF SITE	2 H
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	OWNERSHIP	OWNER
7. List all the plans and drawings submitted with the application	PLANS/DRAWINGS	6 COPIES

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ?

Tick the boxes(x)

CHANGE OF USE	☐		REDEVELOPMENT	☐
ERECTION OF NEW BUILDING	☐		ALTERATION or EXTENSION	☑

9. WHAT TYPE OF APPLICATION IS THIS ? Tick one box only

OUTLINE PERMISSION	☐	See question 10
FULL PERMISSION	☑	
APPROVAL OF DETAILS/RESERVED MATTERS	☐	State relevant outline permission number Also complete Question 10
TEMPORARY PERMISSION	☐	State period required
RELAXATION OF CONDITIONS	☐	State relevant application number Conditions to be relaxed

10. IF THIS IS AN OUTLINE APPLICATION OR AN APPROVAL OF RESERVED MATTERS, which details, if any, do you wish to be considered as part of this application ?

		SITING	☐
EXTERNAL APPEARANCE	☐	DESIGN	☐
MEANS OF ACCESS	☐	LANDSCAPING	☐

11. WHAT IS THE EXISTING USE OF THE LAND AND/OR BUILDING(S) e.g. residential, industrial, etc. If the site is vacant say so, and also state its previous use and when that ceased.

MASONIC CENTRE

12. DOES A PUBLIC RIGHT OF WAY CROSS OR ABUT THE SITE OR THE PROPOSED ACCESS? YES/~~NO~~ If yes, show existing route(s) and any proposed alternatives on the plans

13. ARE THERE ANY TREES ON THE SITE? IF YES, ARE ANY TO BE FELLED? YES/~~NO~~ If yes, please show their positions, spread and species on the plans and which, if any, are to be felled.

14. STATE EXTERNAL MATERIALS TO BE USED.

BRICKWORK TO MATCH EXISTING
SLATES " " "

15. HOW WILL THE SITE BE ENCLOSED? Say whether walls, fences or hedges, and give height, colour and materials. If the site is divided into plots, say how each is to be enclosed.

EXISTING FENCES & WALLS

16. HOW WILL SURFACE WATER BE DISPOSED OF?

TO EXISTING SYSTEM.

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system ~~YES/NO~~

If no, please give details N/A

18. WHAT ARE THE ACCESS ARRANGEMENTS?
AS EXISTING
AS PROPOSED
Give details of pedestrian and vehicular access

ONE 4m WIDE
NO CHANGE

19. HAS PROVISION BEEN MADE FOR THE DISABLED? See notes for applicants

YES

20. IF THIS PROPOSAL INVOLVES RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS, COMPLETE THE FOLLOWING TABLE

	No. OF DWELLINGS/HABITABLE ROOMS PROPOSED	TO BE RETAINED	TO BE LOST
HOUSE	/ *	/ *	/ *
BUNGALOW	/ *	*	/ *
FLAT/MAISONETTE	/ *	*	/
OTHER	/ *	/ *	/ *

* STATE No. OF HABITABLE ROOMS

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE? YES/~~NO~~ If YES, complete Part 2 of the form

22. DOES THE PROPOSAL INVOLVE THE WINNING, WORKING OR PROCESSING OF MINERALS; THE DISPOSAL OF MINERAL WASTE, OR THE DEPOSIT OR PROCESSING OF REFUSE AND WASTE MATERIALS? ~~YES~~/NO If YES, please ask for and complete Part 3 of the form

23. STATE THE FEE ENCLOSED WITH THIS APPLICATION The current scale of fees is enclosed. If you believe a reduced fee or no fee is payable, say why.

£95-00 £60-00

I hereby apply for permission in respect of the particulars described above and in the attached plans and drawings. If planning permission is granted, the development must be carried out strictly in accordance with the approved plans. Failure to do so could result in enforcement action being taken. Permission under the Town & Country Planning Acts does not obviate the possible need to apply for Building Regulations approval.

SIGNED [signature] ON BEHALF OF BERKSHIRE MASONIC CENTRE LTD DATE 4/1/00

DIRECTOR

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769c

PLANNING APPLICATION

PART 2

This part of the form need only be completed if the application involves non-residential development. Please answer all questions in print or block letters. If the answer is not applicable, write N/A in the space. You may wish to amplify your answers in a covering letter.

24. STATE THE GROSS FLOOR SPACE (by external measurement) OF ALL BUILDINGS TO WHICH THIS APPLICATION REFERS. Please give all floor areas in SQUARE METRES.

	USE CLASS	Existing floor space		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS				
A2	FINANCIAL AND PROFESSIONAL SERVICES				
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL				
B3-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE	3,480 SQM		240 SQM.	
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL	3,480 SQM		240 SQM	

25. IF C1 OR C2 USE IS PROPOSED, PLEASE STATE NUMBER OF BED SPACES

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	130	
Proposed	NO CHANGE	

27. DESCRIBE THE ACTIVITY OR PROCESSES TO BE CARRIED ON
Please provide details of any equipment, plant or machinery to be installed and any end products. You may wish to amplify your answers in a covering letter.

28. WHO WILL OCCUPY THE PREMISES?
a) Give the name and current operating address of the proposed occupier
b) Will these premises be vacated?

29. IF KNOWN, HOW MANY PEOPLE ARE LIKELY TO BE EMPLOYED ON SITE AFTER COMPLETION OF THE DEVELOPMENT?

Existing Staff	Transferred Staff	New Staff	Total
16	—	5	21

30. DOES THE PROPOSAL INVOLVE THE USE OR STORAGE OF ANY OF THE HAZARDOUS SUBSTANCES LISTED IN THE NOTES?
If so, state this material, the quantity and method of storage.

NO

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769d

YOUR PLANNING APPLICATION

WHY DO YOU NEED TO MAKE A PLANNING APPLICATION ?

New buildings, major alterations and enlargement of existing buildings, and many changes in the use of buildings and land need planning permission.
The Town and Country Planning Acts impose a duty on Local Authorities to control these changes, and this means that a balance has to be found between the need and pressure for change, and the desire to protect the character of settlements and the countryside.
The merits of each application are, therefore, carefully examined.

WHAT ELSE MAY YOU HAVE TO DO ?

Listed Building Consent:	*for works to a Listed Building; or for demolition works on land within the curtilage of a Listed Building or within a Conservation Area.*
Advertisement Consent:	for the display of advertisements or signs
Building Regulation Approval:	for most new building or construction work.

Special forms are available for these types of applications.

You should also check whether there are any other regulations with which you may need to comply.

WHAT HAPPENS TO THE APPLICATION ?

It will first be checked to see if it is complete and if it is, it will be registered.

Consultations will be carried out with public and other bodies, such as the Highway Authority, or Local Parish Councils.

Publicity may be given to allow local people the opportunity to comment on your proposals.

The application will be considered in relation to the Council's planning policies and guidelines, the past history of decisions on that site or in the locality, other standards (such as parking, or visibility at road junctions), and any other material considerations.

The site will be visited by a Planning Officer You may be asked to submit more information, or to amend your application.

The application will then be considered either by a Planning Committee or Sub Committee (made up of Councillors) or by the Chief Officer responsible for planning matters. Objections to an application will be taken into consideration by the Committee or the Chief Officer.

Shortly after the application has been determined, you will receive a Decision Notice.

HOW LONG WILL IT TAKE ?

An application will generally be determined within eight weeks although a longer period may sometimes be required for a complicated application.

WHAT SORT OF DECISION CAN BE MADE ?

Your application may be approved.

Your application may be approved subject to certain conditions. These could impose restictions on the use of land or buildings, or require further details to be approved at a later stage, (e.g. materials or landscaping).
You may appeal against the conditions, but this opens the entire permission to review by the Secretary of State.

Your application may be refused. The reason will be listed on the Decision Notice.

WHAT HAPPENS IF THE APPLICATION IS REFUSED ?

You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months.
Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive planning permission.

DATA PROTECTION ACT 1984

'Information contained in this form is likely to be personal data within the terms of the Data Protection Act 1984, and as such will be held by the Council on computer (such as the PLANAPS applications processing system) and may be used by the Council only for purposes registered under the terms of the Data Protection Act.'