SYSTEMS LTD
SOUTHPORT U.K Tel 0704-26866 Fax.0704-25814
LONDON OFFICE Tel071-377-1777 Fax.071-247-8181

APPLICATION NO:
F/2000/2693

LOCATION:
Land To Side Of 1 Challenor Close, Finchampstead Wokingham.

APPLICANT:
Royal Mail Services Maintenance Manager

PROPOSAL:
Proposed erection of a double postal pouch.

EARLIEST DATE FOR DECISION: **02/12/2000**

APPLICATION WILL HAVE EXPIRED ON:
21/12/2000

CASE OFFICER: **George Allpress**

REFUSED

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Refusal of Permission

Royal Mail
Services Maintenance Manager
80 Caversham Road
Reading
Berkshire
RG1 1AA

Application Number: F/2000/2693

Parish: **FINCHAMPSTEAD**

Location: **Land to Side of 1, Challenor Close, Finchampstead, Wokingham.**

Proposal: **Proposed erection of a double postal pouch.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Refuse Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council, the reason for which is specified hereunder.

Reason

1. The application proposal is considered to result in an unacceptable obstruction to pedestrian passage and to jeopardize pedestrian safety. The proposal is therefore considered to conflict with the Berkshire Structure Plan policy T7, and the South East Area Local Plan 1994, policy SBE1 at part (B) which requires development to contribute to a safe environment, and policy ST7 which aims to achieve a clear, direct, safe and convenient route for pedestrians.

Informative

1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policy EN1.

South East Area Local Plan Policy SBE2.

Deposit Draft Wokingham District Local Plan Policy WBE1.

John Mitchell
Development Control Manager
Date: 11/12/2000

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.

Tel: 0118 974 6442

Date:

My ref: F/2000/2693

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

CONFIDENTIAL

Councillor R Cundy
Bumbles
Longwater Lane
Finchampstead
RG40 4NX

Dear Councillor

Application Number: F/2000/2693
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.
Proposed erection of a double postal pouch.

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 **George Allpress** on **0118 974 6442**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than _____

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM
Case officer: **George Allpress** Application Number: **F/2000/2693**
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.
Proposed erection of a double postal pouch.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor R Cundy

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 6442

Date:

My ref: F/2000/2693

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

CONFIDENTIAL

Councillor T Charlesworth
3 Rowan Drive
Crowthorne
RG45 6RY

Dear Councillor

Application Number: F/2000/2693
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.
Proposed erection of a double postal pouch.

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 **George Allpress** on **0118 974 6442**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than _____

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM
Case officer: **George Allpress** Application Number: **F/2000/2693**
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.
Proposed erection of a double postal pouch.

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____
_____

Signed: _____ Date: _____

Councillor T Charlesworth

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/2000/2693

Proposal:
Proposed erection of a double postal pouch.

Location:
Land To Side Of 1, Challenor Close, Finchampstead, 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). If you intend to view this application at Woodley Library (see details above) please allow 4 days from the date of this notice for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer George Allpress P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 02/12/2000. 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

09 November 2000

1913 *la*

SCHEDULE 2

Articles 6, 7 and 9

26.OCT.2000* 2693

PART 1

Town and Country Planning (General Development Procedure) Order 1995

NOTICE UNDER ARTICLE 6 OF APPLICATION FOR PLANNING PERMISSION

(to be published in a newspaper or to be served on an owner or a tenant**)*

Proposed development at *(a)* OPPOSITE N° 84 McCARTHEY WAY - WOKINGHAM

I give notice that *(b)* Royal Mail Reading

is applying to the *(c)* WOKINGHAM DISTRICT COUNCIL Council

for planning permission to *(d)* INSTALL A POSTAL POUCH BOX - (DOUBLE)

Any owner* of the land or tenant** who wishes to make representations about this application should write to the Council at *(e)* W.D.C. PLANNING DEPT, P.O BOX 157, SHUTE END, WOKINGHAM RG40 1WR

by *(f)* 26-10-00

* "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning or working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

** "tenant" means a tenant of an agricultural holding any part of which is comprised in the land.

Signed .....

† On behalf of Royal Mail

Date 26-10-00

Statement of owners' rights

The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or in a lease.

Statement of agricultural tenants' rights

The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

† Delete where inappropriate

Insert:

(a) address or location of the proposed development
(b) applicant's name
(c) name of Council
(d) description of the proposed development
(e) address of the Council
(f) date giving a period of 21 days beginning with the date of service, or 14 days beginning with the date of publication, of the notice (as the case may be).

Town and Country Planning (General Development Procedure) Order 1995

NOTICE UNDER ARTICLE 6 OF APPLICATION FOR PLANNING PERMISSION

(to be posted in the case of an application for planning permission for development consisting of the winning and working of minerals by underground operations (in addition to the service or publication of any other requisite notices in this Schedule))

Proposed development at *(a)* .....

I give notice that *(b)* .....

is applying to the *(c)* ..... Council

for planning permission to *(d)* .....

Members of the public may inspect copies of:

- the application
- the plans
- and other documents submitted with it

at *(e)* ..... during

all reasonable hours until *(f)* .....

Anyone who wishes to make representations about this application should write to the Council at *(g)* .....

..... by *(f)* .....

Signed .....

† On behalf of .....

Date .....

† Delete where inappropriate

Insert:

(a) address or location of the proposed development
(b) applicant's name
(c) name of Council
(d) description of the proposed development
(e) address at which the application may be inspected (the applicant is responsible for making the application available for inspection within the area of the local planning authority)
(f) date giving a period of 21 days, beginning with the date when the notice is posted
(g) address of Council

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, RG40 1WR

FOR OFFICE USE ONLY

26.OCT.2000* 2693

1. APPLICANT'S NAME: SERVICE MAINTENANCE MANAGER, SERVICE DELIVERY, Royal Mail, 80 CAVERSHAM ROAD READING
ADDRESS:
POST CODE: RG1 1AA PHONE: (0118) 9537285

2. If the applicant has an agent, all correspondence will be sent to the agent
AGENT'S NAME:
ADDRESS:
POST CODE: PHONE:

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: OPPOSITE Nº 84 McCARTHEY WAY - WOKINGHAM.

4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.
INSTALL A DOUBLE Postal Pouch Box
SEE ATTACHED LEAFLET.

5. Give the area in hectares or part of a hectare
AREA OF SITE: N/A

6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee
OWNERSHIP: None.

7. List all the plans and drawings submitted with the application
PLANS/DRAWINGS: 1:2500
1:500

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ? Tick the boxes(x)

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

N/A

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 ?

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

N/A

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.

Highways Land

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.

None

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.

N/A

16. HOW WILL SURFACE WATER BE DISPOSED OF?

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/NO N/A

If no, please give details

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

N/A

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

N/A

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	/	*	N/A	*	/	*
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.

£ Nil - Resubmission of Application (0786)

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 A. Mant ON BEHALF OF Royal Mail DATE 23-10-00

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".

17696

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				
B7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

N/A

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

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing		
Proposed	N/A	

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.

N/A

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

N/A

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
	N/A		

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.'

WORK SHEET FOR: George Allpress

Application Number: F/2000/2693

Applicant: Royal Mail Services Maintenance Manager.

Location: Land to Side of 1 Challenor Close, Finchampstead, Wokingham.

Proposal: Proposed erection of a double postal pouch.

Site Notice Displayed? :	YES	NO	DATE
	Yes		05/11/00 & re-posted ~~16/11/00~~

Date of Neighbour Notifications: 09/11/00

Date of Site Visit: 16/11/00

Date Registered: 26/10/2000

Earliest Date for Decision: 02/12/2000

Latest Consultation Date/Site Notice Expiry Date: 02/12/2000
07/12/00 (GA)

This application will have expired on: 21/12/2000. You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses:

Highways - recommend approval - but comment: "footway too narrow at position shown. Highways have no objection to relocating on the land adjacent to McCarthy Way, as shown.

Property Department - No Objection.

Finchampstead Parish Council - The Parish Council have no objection to this application.

The occupants/owners of 1 Challenor Close, write to object: the land referred to is private land; I will not give permission for this structure; the plans are vague with regards to the exact location; the structure will be attached to a wall or be freestanding at a point which is on private land; footpath is too narrow and the structure would pose a safety hazard; finally I would like to raise my concern at placing a planning notice on my property without being asked.

Application Number: F/2000/2693

Appraisal:

The application plans are considered sufficiently accurate to determine this application. The proposed location is the pavement at a point approximately 27 metres from the junction with Challenor Close, but actually on McCarthy Way.

The development description is perhaps ambiguous and may be better read as public pavement etc. However, the plans and the description of the location as to the side of number 1 is unambiguous.

The site notice (originally posted on the 5/11) was removed by a planning officer at the request of the owners of no.1. The site notice was re-posted on the 16th on a lamppost at a point approximately opposite the application site, as this was the nearest appropriate structure on which the notice could be displayed.

In terms of visual amenity, the site is at the back edge of the public pavement adjacent a strip of grassed land that is between 2.0 and 4.0 metres in width. At the back of the grass is a 1.7 metre high solid brick wall which is 20 to 22 metres long and which forms the boundary to no.1 Challenor Close. The site is juxtaposed to a point approximately mid-way on the length of no.1's boundary wall.

The application proposes a double pouch box which is 1.0 metre high and a depth of 0.4 squared. The box is pedestal mounted and its overall height is just under 1.4 metres.

The structure is functionally designed, basic in its appearance and not particularly attractive. However, in this respect the structure does not differ from many other items of street furniture. The Pouch Boxes are part of a delivery system that is need by the Post Office to fulfill its modern day function. They are now a common feature of the street scene, accepted in may other locations around the District with similar characteristics, and therefore no material harm to the street scene is considered to result.

In terms of highway safety, however, this particular location is considered inappropriate, and planning permission is therefore recommended to be refused.

Highways have suggested an alternative location. However, the alternative location is considered to differ materially from the one submitted by this application and therefore to warrant a new application.

The application is considered to conflict with Policy SBE1; where the Policy requires, inter alia, at part (B), new development to contribute to the creation of a safe and attractive environment.

The proposal is also considered to conflict with Policy ST7, which aims to achieve a clear, direct, safe and convenient route for pedestrians, and similarly Structure Plan Policy T7.

Recommendation: Approval: ☐ **Refusal:** ☑

(tick appropriate box)

The occupants/owners of 80 McCarthy Way comment: a single postal pouch exists at the junction of McCarthy Way and Mornington Avenue. It has been there for several years and has never been used; it is adorned with graffiti. We suggest that if the above application s granted that it is removed, or that the single is changed to a double.

Planning Issues: The issues raised by this application are the street scene and highway safety.

The following policies are also relevant: Berkshire Structure Plan policy T7: the South East Area Local Plan policy SBE1 (B) and ST7.

Application Number: F/2000/2693

~~Conditions~~/Reasons for Refusal

No	Std Con	Std Reas	~~Non-Std Conditions~~/ Reasons for Refusal
1			The application proposal is considered result in an unacceptable obstruction to pedestrian passage and to jeopardize pedestrian safety. The proposal is therefore considered to conflict with Berkshire Structure Plan policy T7: and the South East Area Local Plan 1994, Policy SBE1 at part (B) which requires development to contribute to a safe environment: and, Policy ST7, which aims to achieve a clear, direct, safe and convenient route for pedestrians.
1	N16		**INFORMATIVE** **INSERT:** Berkshire Structure Plan policy EN1: the South East Area Local Plan policy SBE2: and, the Wokingham District Local Plan Deposit Draft 1997 policy WBE1.

11/12/02

RECORD OF SITE VISIT

SITE ADDRESS: Land to Side of 1 Challenor Close, Finchampstead, Wokingham.

APPLICATION NUMBER: F/2000/2693

OFFICER: George Allpress

DATE OF SITE VISIT: 16/11/00

1. SITE/STATUTORY NOTICE DISPLAYED? Yes

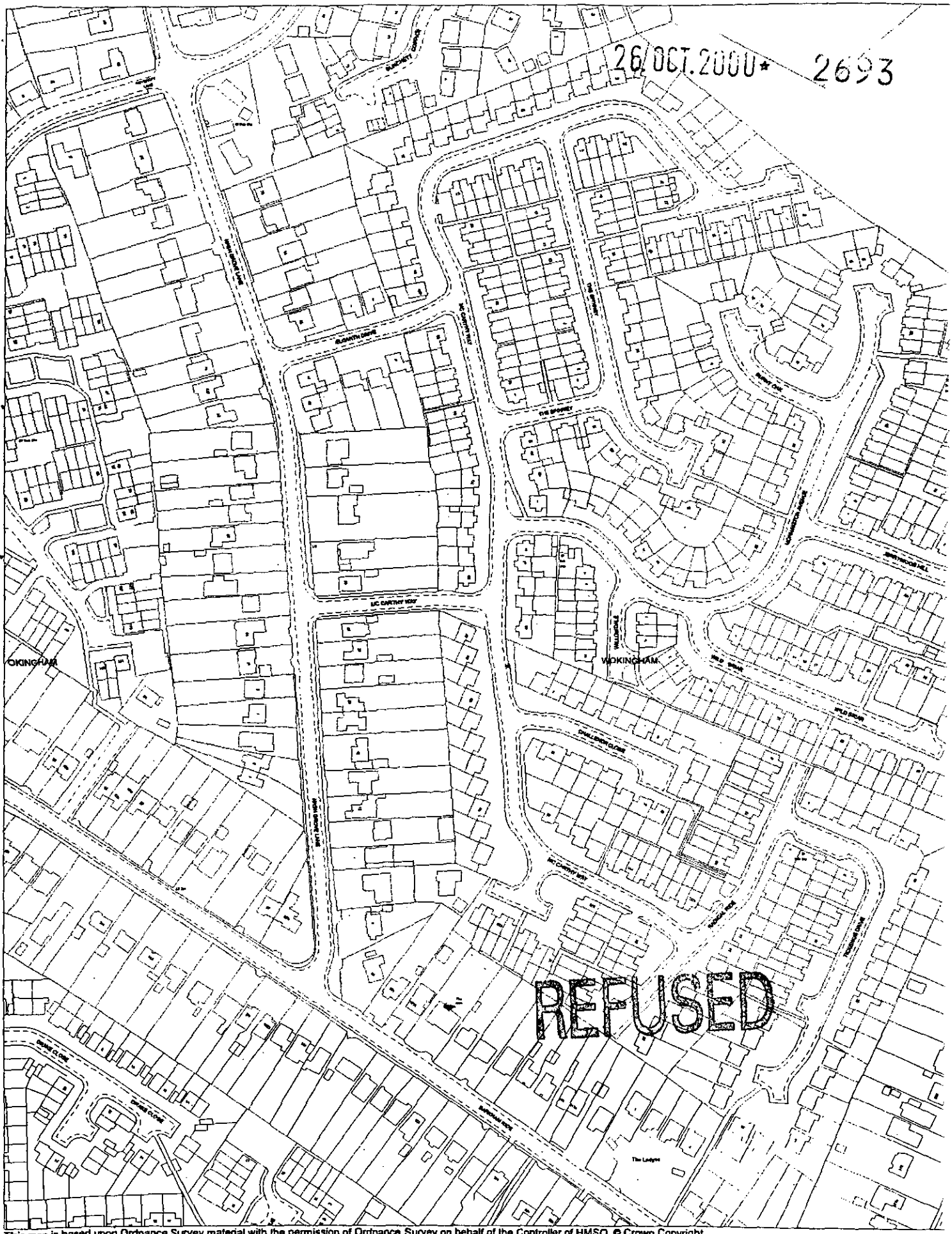
2. DESCRIPTION OF SURROUNDINGS Residential street.

3. DESCRIPTION OF SITE/BUILDING Public pavement adjacent grass verge with back drop of a boundary wall beyond the grass verge.

4. RELATIONSHIP TO ADJOINING PROPERTIES No1 Challenor Close to the rear no.84 McCarthy Way opposite.

5. SITE CONSTRAINTS

TREES	None in the vicinity.
ACCESS/PARKING	N/A.
LEVELS	Level.
BOUNDARY TREATMENT	N/A.
OTHERS	None



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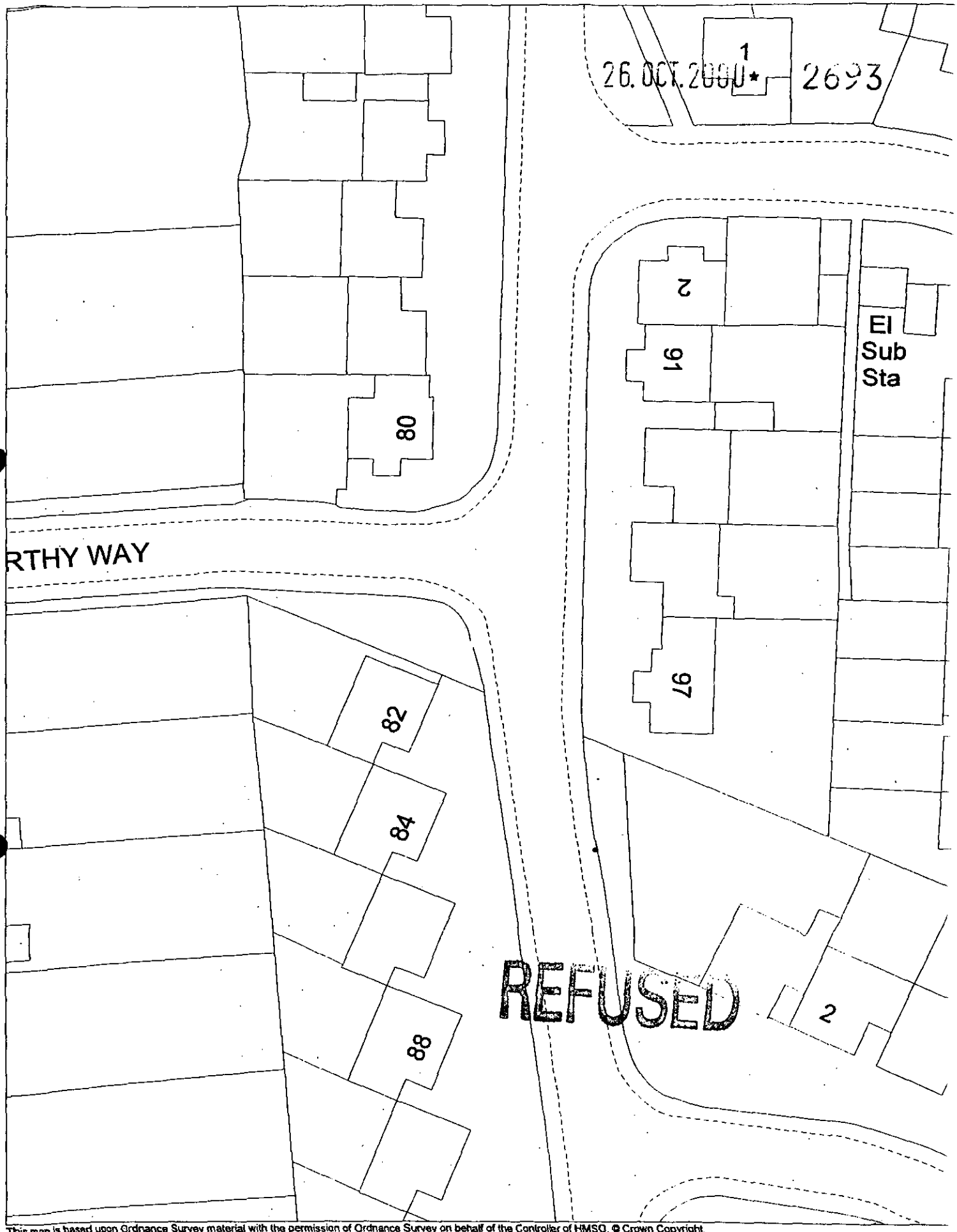
Central Support Section, Environmental Services, Wokingham District Council
7 September 1999

Scale: 1 : 2500

DELEGATED

23.FEB.2000* 0788



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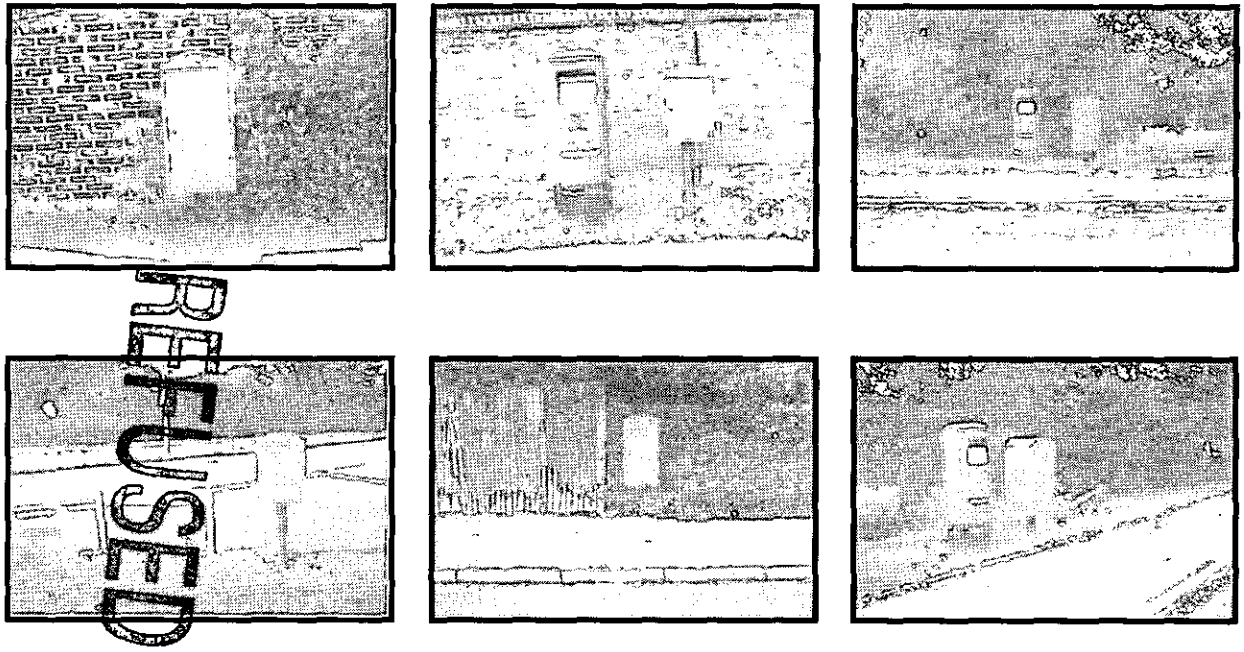
Central Support Section, Environmental Services, Wokingham District Council.
7 September 1999

Scale: 1 : 500

23 FEB 2000 APPROVED
PART I REGISTER

Royal Mail Second Delivery Postal Pouch Boxes

Examples Royal Mail Of Single & Double Pouch Boxes In Typical Locations.



- **Robust 2mm Steel construction with a high resistance to vandalism**
- **Fully seam welded, fitted with Post Office approved security locks & full length hinges**
- **Recessed door design, providing high resistance to forced entry**
- **Powder coted paint finish in dark Grey**
- **Secure installation via robust bolts**
- **Full service and support available**

Specifications :-

Single Box	**Double Box**
450mm W x 660mm H x 400mm D	450mm W x 1000mm H x 400mm D
Overall Height When Mounted On Pedestal	Overall Height When Mounted On Pedestal
1360mm	**1360mm**

Further Information Please Contact :-

Service Maintenance Department
Royal Mail
80 Caversham Road
Reading
RG1 1AA
Tel (0118) 9537200

26.OCT.2000* 2633

Applicationo	Name & Address
F/2000/2693	Mr & Mrs Armitage 80 McCarthy Way Finchampstead RG40 4UA
F/2000/2693	Dr. G Cowley Chirag 1 Challenor Close Wokingham RG40 4UJ

App refused
Letter sent
14/12/00

FROM: George Allpress

DATE: 09 November 2000

DELEGATED

FINCHAMPSTEAD PARISH CONSULTATION SHEET

Application Number: F/2000/2693

NOV 2000

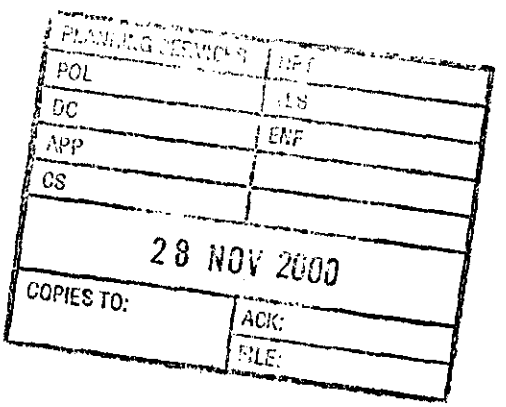
Proposal: Proposed erection of a double postal pouch..

Site Address: Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.

Applicant: Royal Mail Services Maintenance Manager.

Your observations are required in respect of this application **by 02/12/2000** .

The Parish Council have no objection to this application



SIGNED: CS Cole PP VW DATE: 23/11/00

Clerk To Finchampstead Parish/Town Council.

MR G.H. & MRS R.B. ARMITAGE

80, McCarthy Way,
Finchampstead,
Wokingham.
Berkshire.
RG40 4UA
England.

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS APDS	GA
20 NOV 2000	
COPIES TO:	ACK: ✓
	FILE:

November 16, 2000

F.T.A.O. Mr J. Mitchell.
Wokingham District Council.
Planning Services.
P.O. Box 157,
Shute End,
Wokingham.
Berkshire. RG 40 1WR

Your Ref: George Allpress
F/2000/2693

Dear Sirs,

Application No: F/2000/2693

Site Address: Land to side of 1, Challenor Close, Finchampstead.

Proposal: Proposed erection of a double postal pouch.

Thank you for your letter of the 9th November 2000 regarding the above application, our comments on this are as follows.

You should be aware that a single postal pouch exists at the junction of McCarthy Way and Mornington Avenue. It has been there for several years and has never been used; it is adorned with graffiti.

We suggest that if the above application is granted that it is on the understanding that the existing single pouch is removed. Better still that the single be changed to a double instead of erecting another one only a few yards away.

We suppose that the occupants of 1, Challenor Close will have something to say about this new proposal as to the best of our knowledge the site chosen is on their land.

Yours faithfully,

R.B. Armitage.

HIGHWAYS CONSULTATION SHEET

From: George Allpress **Date:** 09 November 2000

Application Number: F/2000/2693

Proposal: Proposed erection of a double postal pouch.

Parish: FINCHAMPSTEAD PARISH

Site Address:
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.

Applicant:
Royal Mail Services Maintenance Manager.

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).

FOOTWAY TOO NARROW AT POSITION SHOWN.

HIGHWAYS HAVE NO OBJECTION TO RELOCATING ON THE LAND ADJACENT TO MCCARTHY WAY, AS SHOWN.

Signed: _____ **Print name:** Adam Coggins

14/11/00

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. RG40 1WR

FOR OFFICE USE ONLY

26.OCT.2000* 2693

1. APPLICANT'S NAME: SERVICE MAINTENANCE MANAGER, SERVICE
ADDRESS: DELIVERY, Royal MAIL, 80 CAVERSHAM ROAD READING
POST CODE: RG1 1AA PHONE: (0118) 9537285

2. If the applicant has an agent, all correspondence will be sent to the agent
AGENT'S NAME:
ADDRESS:
POST CODE: PHONE:

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: OPPOSITE No 84 McCARTNEY WAY - WOKINGHAM

4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.
INSTALL A DOUBLE Postal Pouch Box
SEE ATTACHED LEAFLET.

5. Give the area in hectares or part of a hectare
AREA OF SITE: N/A

6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee
OWNERSHIP: None

7. List all the plans and drawings submitted with the application
PLANS/DRAWINGS: 1:2500
1:500

8. DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ? Tick the boxes(x)

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

N/A

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 ?

N/A

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

1769b

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.

Highways Land

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.

None

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.

N/A

16. HOW WILL SURFACE WATER BE DISPOSED OF?

17. HOW WILL FOUL SEWAGE BE DISPOSED OF?

To existing system YES/NO N/A

If no, please give details

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

N/A

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

N/A

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	/	*	N/A	*	/	*
FLAT/MAISONETTE	/	*	/	*	/	*
OTHER	/	*	/	*	/	*

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL BUILDING OR USE? YES/NO — * STATE No. OF HABITABLE ROOMS — 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.

£ Nil - Resubmission of Application (0786)

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 Royal Mail DATE 26-10-00

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				
	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

N/A

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

N/A

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing		
Proposed	N/A	

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.

N/A

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

N/A

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
	N/A		

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 ?

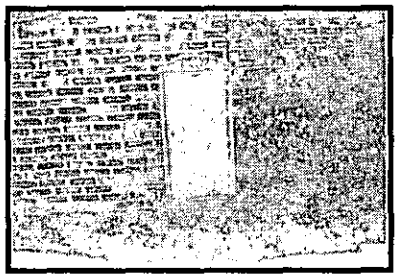
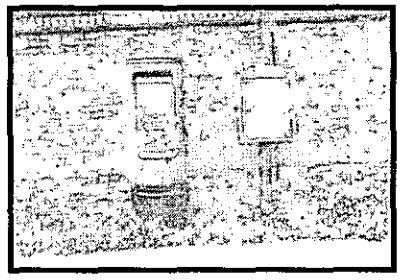
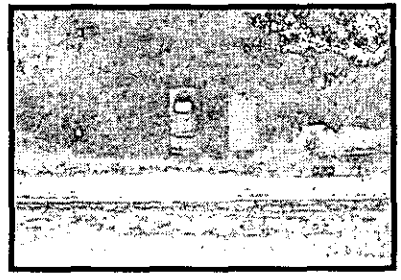
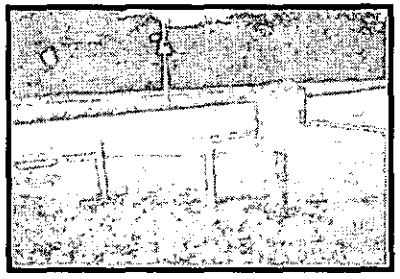
You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months.
Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive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

Royal Mail Second Delivery Postal Pouch Boxes

Examples Royal Mail Of Single & Double Pouch Boxes In Typical Locations.



- **Robust 2mm Steel construction with a high resistance to vandalism**
- **Fully seam welded, fitted with Post Office approved security locks & full length hinges**
- **Recessed door design, providing high resistance to forced entry**
- **Powder coted paint finish in dark Grey**
- **Secure installation via robust bolts**
- **Full service and support available**

Specifications :-

Single Box	**Double Box**
450mm W x 660mm H x 400mm D	450mm W x 1000mm H x 400mm D
Overall Height When Mounted On Pedestal	Overall Height When Mounted On Pedestal
1360mm	**1360mm**

Further Information Please Contact :-

Service Maintenance Department
Royal Mail
80 Caversham Road
Reading
RG1 1AA
Tel (0118) 9537200

26.OCT.2000* 2693



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Central Support Section, Environmental Services, Wokingham District Council

7 September 1999

Scale: 1 : 2500

N

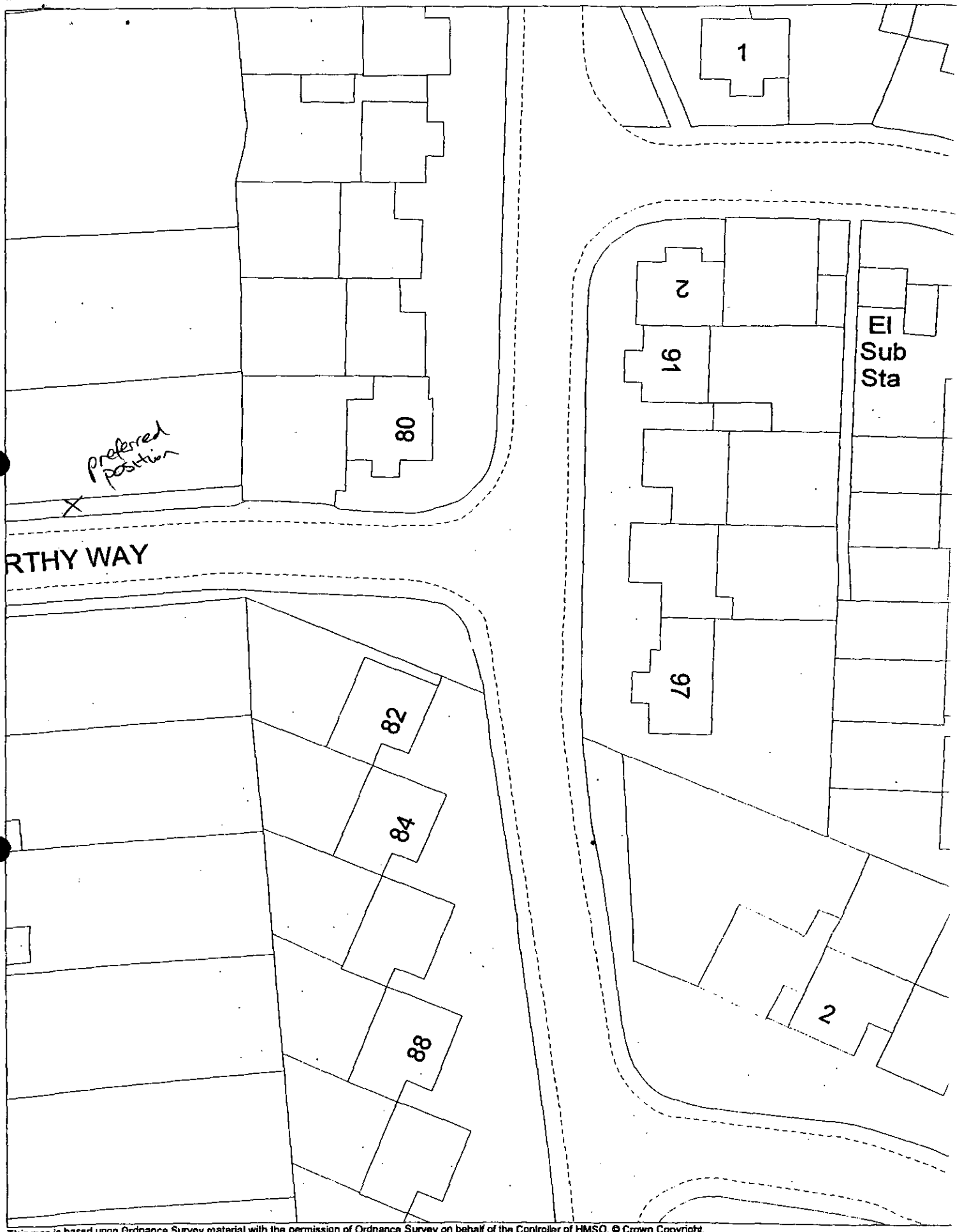
W

S

26.OCT.2000* 2693

23.FEB.2000* 0788

DELEGATED



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Central Support Section, Environmental Services, Wokingham District Council.
7 September 1999

Scale: 1 : 500

23 FEB 2000 COV86
PART I REGISTER

PLANNING SERVICES	HPT
POL	TLS
DC	ENF
APP	
CS OBS	GA
17 NOV 2000	
COPIES TO:	ACK:
	FILE:

Chirag
1 Challenor Close
Wokingham
Berkshire RG40 4UJ
England

Tel: +44 (0)118 973 7729
Fax: +44 (0)7071 227585
e-mail: dr.gpc@genie.co.uk

16th November 2000

Mr John Mitchell
Development Control Manager
Environment Services Department
Planning Services
PO Box 157
Shute End, Wokingham
Berkshire RG40 1WR

Dear Mr Mitchell

Application Number: **F/2000/2693**
Site Address: **Land to the side of 1, Challenor Close, Finchampstead, Wokingham**
Proposal: **Proposed erection of a double postal pouch.**

Regarding the above application please note the following comments and objections.

The land referred to is private land. ie I own it and no permission has been given, nor will it be given for any structure whatsoever. My border extends to the public footpath running around the property.

My wife and I have discussed the above with the duty planning officer on 15th November (Ms Emmy Circuit) who agreed with us that the plans submitted are somewhat vague, particularly with regards to the exact location of the proposed pouch. It doesn't make sense to have a pouch free-standing in the middle of a footpath which is already restricted when there are numerous poles and lampposts to which it can be attached within a reasonable radius of the proposed site above. If my memory serves me well, such a proposal has already been refused on a site opposite this particular one. Why, I don't know, but the present proposed site is even less suited.

Both my wife and myself object to the above therefore on two grounds:

1. The proposition as it stands is vague enough to be interpreted that this structure will be attached to a wall or be freestanding at a point which is on private land.

2. If the proposal is for a free standing pouch or for it to be attached to a pole or similar structure, with such foundations on a public footpath, then the objection is on the grounds of safety given that the footpath is already narrow and such a structure would create a safety hazard particularly for mothers with prams, children and the elderly.

Finally I would also like to raise my concern regarding the placing of a planning notice on my property without being asked permission. The notice was attached to a tree within my boundary, giving the impression that the structure was to be on my land. This is unacceptable. If a notice has to be erected then surely it can be attached to a free standing pole at the point of the proposed structure, not several metres away giving an altogether different impression regarding its final location.

I look forward to your comments on the above and remain,

Yours sincerely

G. P. Cowley

Dr G P Cowley

Postage will be paid by licensee

Do not affix Postage Stamps if posted in Gt. Britian, Channel Islands, N Ireland or the Isle of Man

Business reply service
License no. RG147

Planning Services
Environmental Services Depatment
Wokingham District Council
Council Offices
Shute End
Wokingham
Berkshire RG40 1BR

1

1792

GA

I have today displayed the site notice(s) in a prominent position on the land/ buildings to which the application number F/2000/2693. relates.

Address of site _____

_____

Signed D. Monk

Date 5/6/00

~~From~~ FROM:
Property Dept

To: ~~From~~ George Allpress

Date: 09 November 2000

Application Number: F/2000/2693

Proposal: Proposed erection of a double postal pouch..



Site Address:
Land To Side Of 1, Challenor Close, Finchampstead, Wokingham.

Applicant:
Royal Mail Services Maintenance Manager.

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

This section has no objection to the above proposal.

Sarah Hunter
for Head of Property Section.

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: 26 OCT 2000	
Officer: GA	Application No. F/2000/2693

Map No. 98 ... Site .....
Easting: ..... Flood Pln .....
Northing: ..... Mineral .....

Level: ☐ Sub Committee ☑ Delegated ☐ Sec. State
☐ Incorrect Fee ☐ Invalid ☐ PD

Description:
(F.) PROPOSED ERECTION OF DOUBLE POSTAL POUCH.

Location: Land to side of 1 Challenor Close. ~~OPP 84 MCCARTHY WAY~~

Parish: FINCHAMPSTEAD Ward: Finch North 9.11.2000 JB

Applicant: ROYAL MAIL

Resubmission 2000/0786 withdrawn

Fee Received 00-00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

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			
4	Correct S 66 certificate			
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 .....

Date Site Notice Sent : 9.11.2000 Parish Council Informed - YES / NO

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees .....
Conservation Officer .....
Environmental Health .....
Housing .....
Leisure & Cultural services .....
Public Rights of Way .....
Property .....
District Secretary (only if called in by SOS) .....
Policy & Plans .....
Strategic Planning (JSPU) .....
Minerals (BABTIE) .....
Archaeological Site (BABTIE) : .....
Education .....
Social Services .....
Highways ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A : .....
Adjacent Parish : .....
Southern Electricity Board .....
British Gas .....
PSA Oil Pipeline .....
Transco : .....
Environment Agency .....

Rail Track .....
Police Arch. Liaison Officer .....

HERITAGE BODIES

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

OTHERS:

.....
.....
.....

NEIGHBOURS:

S/N+ 80, 82, 84, 86, 88, 97 mc Carthy Way
1 Challenor Close

26.OCT.2000* 2693

Royal Mail

To **George Allpress**
Planning Officer
Environmental Services Department
Planning Services
PO Box 157
Shute End
Wokingham
RG40 1WR

Royal Mail
Service Delivery
80 Caversham Road
READING
RG1 1AA

Phone: 0118 9537268 /
9537085

Fax: 0118 9537085

From Alan Musther
(Service Maintenance)

Date 25th October 2000

Subject ----------

Resubmission Of Withdrawn Pouch Boxes

George,

I am writing as requested to notify that we are resubmitting the following planning applications (in Green) as per agreed at the new alternative sites suggested by yourself and a Mr Johnson from Highways on Monday 25th Sep 2000. The reason for the non submission of the outstanding applications is that we require 1:500 maps for the following locations (in Red) The remaining application No 0780, on this application we are awaiting the decision by highways / planning on the site. As it was going to be re-visited by highways / planning. If it is not suitable we will require another set of plans for the new location.

List Of Planning Applications

d Planning Number	Re - Submitted
F/2000/0779	Yes - new application included with this letter
F/2000/0780	No (Awaiting Planning Departments decision on location)
F/2000/0781	No (Require 1:500 Plan, 1:2500 plan OK) - Copy enclosed
F/2000/0782	No (Require 1:500 Plan, 1:2500 plan OK) - Copy enclosed
F/2000/0784	No (Require 1:500 Plan, 1:2500 plan OK) - Copy enclosed
F/2000/0785	Yes - new application included with this letter
F/2000/0786	Yes - new application included with this letter
F/2000/0787	No (Require 1:500 Plan, 1:2500 plan OK) - Copy enclosed
F/2000/0788	Yes - new application included with this letter
F/2000/0789	Yes - new application included with this letter
F/2000/0790	No (Require 1:500 Plan, 1:2500 plan OK) - Copy enclosed

If you require any additional information, please do not hesitate to contact me.

Yours Faithfully

Alan Musther
(Service Maintenance)

have sent plans
OK - C. Hunter
27/10.

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, RG40 1WR

FOR OFFICE USE ONLY

26.OCT.2000* 2693

1.	**APPLICANT'S NAME**	SERVICE MAINTENANCE MANAGER, SERVICE DELIVERY, Royal Mail, 80 CAVERSHAM Road READING
	POST CODE	RG1 1AA **PHONE** (0118) 9537285
2. If the applicant has an agent, all correspondence will be sent to the agent	**AGENT'S NAME**	
	ADDRESS	
	POST CODE	**PHONE**
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**	OPPOSITE Nº 84 McCARTHEY WAY - WOKINGHAM.
4. WHAT IS THE APPLICATION FOR ? Give brief details and state for what purpose this site and any buildings will be used.		INSTALL A DOUBLE POSTAL POUCH BOX - SEE ATTACHED LEAFLET.
5. Give the area in hectares or part of a hectare	**AREA OF SITE**	N/A
6. State the applicant's interest in the land e.g. owner, prospective purchaser, lessee	**OWNERSHIP**	NONE.
7. List all the plans and drawings submitted with the application	**PLANS/DRAWINGS**	1:2500 1:500

8. **DOES THE APPLICATION INVOLVE ANY OF THE FOLLOWING ?**
Tick the boxes(x)

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

N/A

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	☐		

N/A

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.

HIGHWAYS LAND

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.

NONE

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.

N/A

16. HOW WILL SURFACE WATER BE DISPOSED OF?

17. HOW WILL FOUL SEWAGE BE DISPOSED OF? To existing system

If no, please give details — YES/NO N/A

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

N/A

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

N/A

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	/	*	N/A	*	/	*
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.

£ Nill - RESUBMISSION OF APPLICATION (0786)

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 A. P. Mundy ON BEHALF OF Royal Mail DATE 26-10-00

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				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

N/A

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

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	N/A	
Proposed		

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.

N/A

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

N/A

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
	N/A		

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.'

1789/a

SECTION 66 CERTIFICATE

Application No.

26.OCT.2000*

26.OCT.2000* 2693

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
HIGHWAYS DEPARTMENT	WOKINGHAM DISTRICT COUNCIL	26-10-00

+ 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.

OR

● 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) . . . . . .

. . . . . .

(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).

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

on (d) . . . . . .

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 . . . . . .

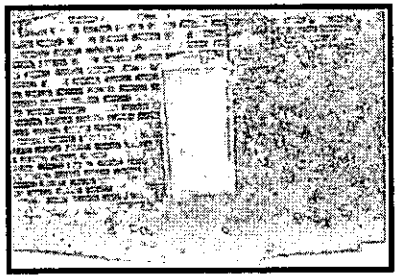
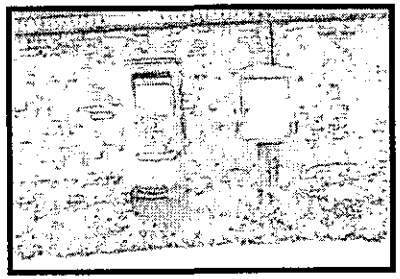
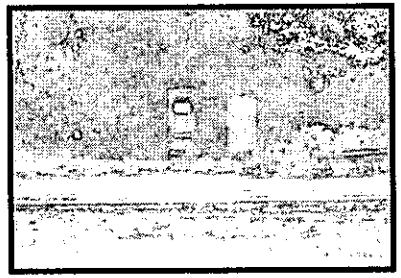
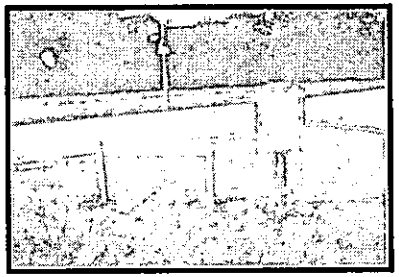
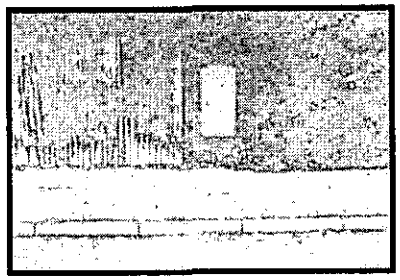
On behalf of . . . . . Royal Mail . . . . . .

Date . . . . . 26-10-00 . . . . . .

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

Royal Mail Second Delivery Postal Pouch Boxes

Examples Royal Mail Of Single & Double Pouch Boxes In Typical Locations.


- **Robust 2mm Steel construction with a high resistance to vandalism**
- **Fully seam welded, fitted with Post Office approved security locks & full length hinges**
- **Recessed door design, providing high resistance to forced entry**
- **Powder coted paint finish in dark Grey**
- **Secure installation via robust bolts**
- **Full service and support available**

Specifications :-

Single Box

450mm W x 660mm H x 400mm D

Overall Height When Mounted On Pedestal

1360mm

Double Box

450mm W x 1000mm H x 400mm D

Overall Height When Mounted On Pedestal

1360mm

Further Information Please Contact :-

Service Maintenance Department
Royal Mail
80 Caversham Road
Reading
RG1 1AA
Tel (0118) 9537200

26.OCT.2000* 2633



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Central Support Section, Environmental Services, Wokingham District Council
7 September 1999

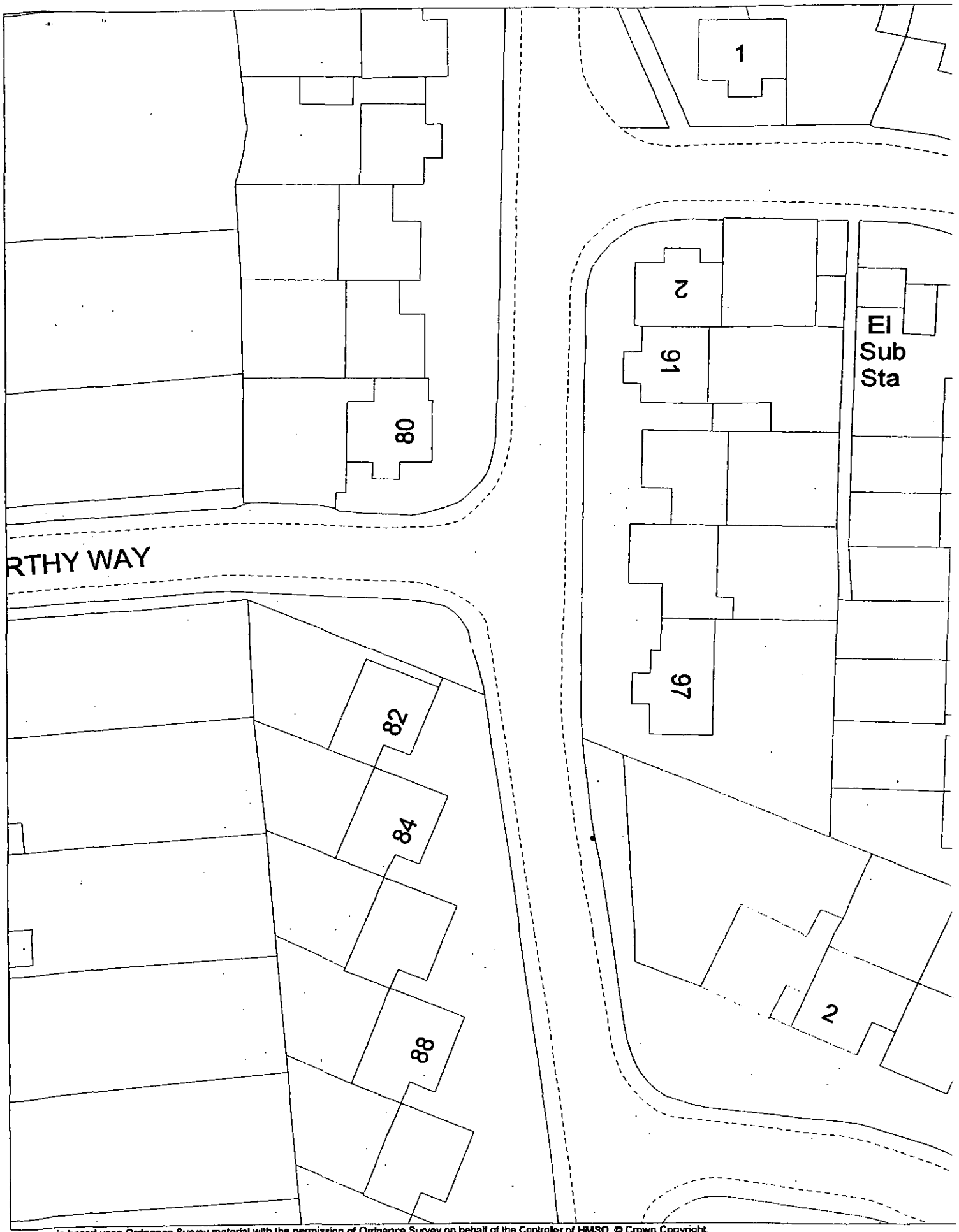
Scale: 1:2500

N
W
S

26.OCT.2000* 2693

23.FEB.2000* 0788

DELEGATED



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Central Support Section, Environmental Services, Wokingham District Council.

7 September 1999

Scale: 1 : 500

23 FEB 2000

PART 1 REGISTER