

Item No.	Application No. and Parish	Statutory Target Date	Proposal, Location, Applicant
(3)	26/00858/HOUSE Hermitage	19.06.2026	Loft conversion and insertion of rooflights. 3 Blake Road Hermitage Thatcham RG18 9WN Mr and Mrs Tandon
¹ Extension of time agreed with applicant until 21.08.2026			

The application can be viewed on the Council's website at the following link:

<https://publicaccess.westberks.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TDU685RD0S100>

Recommendation Summary: Approval

Ward Member(s): Councillor Heather Codling
Councillor Paul Dick

Reason for Committee Determination: 10 letters of objection

Committee Site Visit: 13th August 2026

Contact Officer Details

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1. Introduction

- 1.1 The purpose of this report is for the Committee to consider the proposed development against the policies of the development plan and the relevant material considerations, and to make a decision as to whether to approve or refuse the application.
- 1.2 This application seeks planning permission for a loft conversion and insertion of rooflights.
- 1.3 The application site contains a detached residential property within a modern housing development.
- 1.4 The proposed external changes to the appearance of the property are 3 rooflights to the front elevation and 3 rooflights to the rear elevation. The rooflights would not project more than 150mm beyond the plane of the existing roofslope. The Design and Access Statement refers to typical Velux-type units with grey frames.

2. Planning History

- 2.1 The table below outlines the relevant planning history of the application site.

Application	Proposal	Decision / Date
25/02698/HOUSE	Single storey link to existing garage, conversion of garage to habitable room, utility room and storage.	Approved 27.01.2026
25/02699/CERTP	Insertion of roof lights to convert attic space.	Refused 08.01.2026

- 2.2 Application 25/02699/CERTP was an application for a lawful development certificate which seeks to confirm whether a proposed use of buildings or other land, or some operations proposed to be carried out in, on, over or under land, would be lawful for planning purposes under section 192 of the Town and Country Planning Act 1990. Under this type of application, a local planning authority needs to consider whether, on the facts of the case and relevant planning law, the specific matter is or would be lawful. Planning merits are not relevant at any stage in this type of application.
- 2.3 The planning history of the application site and the estate was inspected, Condition 20 of 12/00240/FULEXT removed permitted development rights for additions or extensions and ancillary buildings or structures within the curtilage of the dwelling:
- 2.4 The roof lights were considered additions to the dwelling and the application for a Certificate of Lawfulness for Proposed Development was refused.
- 2.5 This latest application is an application for planning permission and is not therefore a duplicate of the refused application and is determined on its planning merits.

3. Legal and Procedural Matters

- 3.1 **Environmental Impact Assessments (EIA):** Given the nature, scale and location of this development, it is not considered to fall within the description of any development listed in Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017. As such, EIA screening is not required.
- 3.2 **Publicity:** Publicity has been undertaken in accordance with Article 15 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, and the Council's Statement of Community Involvement. A site notice was displayed on 21.05.2026 on the property, with a deadline for representations of 12.06.2026. Notification letters were sent to Numbers 1, 2 and 4 Blake Road
- 3.3 **Local Financial Considerations:** Section 70(2) of the Town and Country Planning Act 1990 (as amended) provides that a local planning authority must have regard to a local finance consideration as far as it is material. Whether or not a 'local finance consideration' is material to a particular decision will depend on whether it could help to make the development acceptable in planning terms. It would not be appropriate to make a decision based on the potential for the development to raise money for a local authority or other government body. No local financial considerations are material to this application.

Consideration	Applicable to proposal	Material to decision	Refer to paragraph(s)
Community Infrastructure Levy (CIL)	Yes/No	No	
New Homes Bonus	Yes/No	No	
Affordable Housing	Yes/No	No	
Public Open Space or Play Areas	Yes/No	No	
Developer Contributions (S106)	Yes/No	No	
Job Creation	Yes/No	No	

- 3.4 **Community Infrastructure Levy (CIL):** Community Infrastructure Levy (CIL) is a levy charged on most new development within an authority area. The money is used to pay for new infrastructure, supporting the development of an area by funding the provision, replacement, operation or maintenance of infrastructure. CIL will be used to fund roads and other transport facilities, schools and other educational facilities, flood defences, medical facilities, open spaces, and sports and recreational areas. Subject to the application of any applicable exemptions, CIL will be charged on residential (Use Classes C3 and C4) and retail (former Use Classes A1 – A5) development at a rate per square metre (based on Gross Internal Area) on new development of more than 100 square metres of gross internal area (including extensions) or when a new dwelling is created (even if it is less than 100 square metres). CIL liability, and the application of any exemptions, will be formally confirmed by the CIL Charging Authority under separate cover following any grant of planning permission. More information is available at <https://www.westberks.gov.uk/community-infrastructure-levy>
- 3.5 **Public Sector Equality Duty (PSED):** In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The Council must have due regard to the need to achieve the following objectives:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 3.6 Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—
 - (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
 - (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- 3.7 The key equalities protected characteristics include age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. Whilst there is no absolute requirement to fully remove any disadvantage, the duty is to have regard to and remove or minimise disadvantage. In considering the merits of this planning application, due regard has been given to these objectives.
- 3.8 There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.
- 3.9 **Human Rights Act:** The development has been assessed against the provisions of the Human Rights Act, including Article 1 of the First Protocol (Protection of property), Article 6 (Right to a fair trial) and Article 8 (Right to respect for private and family life and home) of the Act itself. The consideration of the application in accordance with the Council procedures will ensure that views of all those interested are taken into account. All comments from interested parties have been considered and reported in summary in this report, with full text available via the Council's website.
- 3.10 Any interference with property rights is in the public interest and in accordance with the Town and Country Planning Act 1990 regime for controlling the development of land. This recommendation is based on the consideration of the proposal against adopted Development Plan policies, the application of which does not prejudice the Human Rights of the applicant or any third party.
- 3.11 **National Landscapes (AONB):** Section 85 of the Countryside and Rights of Way (CROW) Act 2000 (as amended) provides a general duty for public bodies: "Any relevant authority exercising or performing any functions in relation to, or so as to effect, land in an area of outstanding natural beauty in England must seek to further the purpose of conserving and enhancing the natural beauty of the area of outstanding natural beauty)." AONBs have been rebranded to be known as National Landscapes, although their legal AONB status continues.

4. Consultation

Statutory and non-statutory consultation

- 4.1 The table below summarises the consultation responses received during the consideration of the application. The full responses may be viewed with the application documents on the Council's website, using the link at the start of this report.

Parish Council:	HPC response: - Objection. Comment: - The Parish Council can see no reference to NDP and Design Code; Policy 2C, DC04 Sustainable design, DC point 23. There is nothing about waste being minimised or about recycling materials. There is current insufficient parking let alone with the proposed new requirement. The proposal is over development and not in keeping with the street scene. Hermitage Parish Council request that when officers review applications they do so in line with HPC Neighbourhood Development Plan and Design Code. Many thanks again for the extension for comments.
Highways:	The number of bedrooms within this dwelling is proposed to increase from 4 to 5. West Berkshire Councils current car parking standards set out in Policy DM44 require 3 driveway car parking spaces for 4/4+ bedrooms. Whilst only two spaces are provided, the parking requirement for the dwelling is unchanged. Although it would be preferable if a third space is provided, the LHA would be unable to object on these grounds. No highway objections. Informatives: HI 3 Damage to footways, cycleways and verges The attention of the applicant is drawn to the Berkshire Act, 1986, Part II, Clause 9, which enables the Highway Authority to recover the costs of repairing damage to the footway, cycleway or grass verge arising during building operations. HI 4 Damage to the carriageway The attention of the applicant is drawn to the Highways Act, 1980, which enables the Highway Authority to recover expenses due to extraordinary traffic.
Tree Officer	TPO – 475 CA – no The application is for internal alterations, so it is unlikely that the TPO trees west of the site will be adversely affected. So I have no objections subject to the following informative: Tree protection precautions informative note:

	• To ensure that the trees which are to be retained are protected from damage, ensure that all works occur in a direction away from the trees. • In addition that no materials are stored within close proximity i.e. underneath the canopy of trees to be retained. • Ensure that all mixing of materials that could be harmful to tree roots is done well away from trees (outside the canopy drip line) and downhill of the trees if on a slope, to avoid contamination of the soil. • To ensure the above, erect chestnut pale fencing on a scaffold framework at least out to the canopy extent to preserve rooting areas from compaction, chemicals or other unnatural substances washing into the soil. • If this is not possible due to working room / access requirements The ground under the trees' canopies on the side of construction / access should be covered by 7.5cm of woodchip or a compressible material such as sharp sand, and covered with plywood sheets / scaffold boards to prevent compaction of the soil and roots. This could be underlain by a non permeable membrane to prevent lime or portland based products / chemicals entering the soil • If there are any existing roots in situ and the excavation is not to be immediately filled in, then they should be covered by loose soil or dry Hessian sacking to prevent desiccation or frost damage. If required, the minimum amount of root could be cut back using a sharp knife. • If lime or portland based products are to be used for strip foundations then any roots found should be protected by a non permeable membrane prior to the laying of concrete. • Post holes within root protection areas must be hand dug with a fork and trowel, or use of an air pick, and lined with an impermeable membrane (e.g. the postmix bag if not perforated) before pouring concrete.
North Wessex Downs National Landscape Board	No comments received by 29.07.2026
Berkshire Newt Officer	No comments received by 29.07.2026
Ecology	No comments received by 29.07.2026

Public representations

- 4.2 Representations have been received from 10 contributors, 0 of which support, and 10 of which object to the proposal.
- 4.3 The full responses may be viewed with the application documents on the Council's website, using the link at the start of this report. In summary, the following issues/points have been raised:
- Cumulative impact when considered together with application 25/02698/HOUSE - overdevelopment
 - Adverse impact on the character of the area and property/visually dominant works to roof
 - Parking provision
 - Residential amenity
 - Duplication of previously refused application/unresolved issues/the system should not allow repeated resubmissions without amendment
 - References to concerns about the previously approved application 25/02698/HOUSE (which is not under consideration)
 - Fails to demonstrate tree protection
 - No consideration of Hermitage NDP - Design

5. Planning Policy

- 5.1 Planning law requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise. The following policies of the statutory development plan are relevant to the consideration of this application.

Development Plan Document	Relevant Policies
<u>West Berkshire Local Plan Review 2023-2041</u>	Strategic Policies • Policy SP1 The Spatial Strategy • Policy SP2 North Wessex Downs AONB • Policy SP5 Responding to Climate Change • Policy SP7 Design Quality • Policy SP10 Green Infrastructure • Policy SP11 Biodiversity & Geodiversity Development Management Policies • Policy DM15 Trees, Woodland & Hedgerows • Policy DM28 Residential Extensions • Policy DM30 Residential Amenity • Policy DM44 Parking
<u>Hermitage NDP (May 2024)</u>	• Policy HER2: Design • Policy HER4: Sustainable design • Policy HER5: Wildlife-friendly design

- 5.2 The following material considerations are relevant to the consideration of this application:
- The National Planning Policy Framework (NPPF)
 - The Planning Practice Guidance (PPG)

- Quality Design SPD (2006)
- Planning Obligations SPD (2014)
- Sustainable Drainage Systems SPD (2018)
- Hermitage Village Design Statement (2004)

6. Appraisal

Principle of development

- 6.1 According to Policy DM28, the principle of the extension of existing permanent dwellings will be supported. The policy gives criteria where residential extensions will be permitted; these relate to the impacts of the development and are considered, as appropriate, under the headings below.
- 6.2 As referred to in the report for application 25/02699/CERTP the categories of work that do not amount to 'development' are set out in section 55(2) of the Town and Country Planning Act 1990. These include but are not limited to the following: interior alterations (except mezzanine floors which increase the floorspace of retail premises by more than 200 square metres); building operations which do not materially affect the external appearance of a building. The scope of consideration for this application is therefore limited to the external works i.e. the proposed rooflights to front and rear. It is also considered separately from application 25/02698/HOUSE. That approved development has not yet commenced and the developments are distinct from each other.

Character and appearance

- 6.3 According to Policy SP7, new development will be required to strengthen a sense of place through high quality locally distinctive design and place shaping. This will enable healthy place making, creating places that are better for people, taking opportunities available for conserving and enhancing the character, appearance and quality of an area and the way it functions. Development proposals will be expected to show how they have responded positively to both national and local design guidance. At a national level this includes the characteristics of a well-designed place as set out in the National Design Guide (2021), or as superseded, and at a local level, this includes neighbourhood plans, design guides or codes and relevant community planning documents that identify the local character and distinctiveness of an area which is valued by local communities.
- 6.4 Specifically in relation to residential extensions, Policy DM28 includes the following criteria relevant to this consideration:
- The scale of the enlargement or outbuilding is clearly subservient to the original dwelling (criterion a);
 - It is of a high quality design, in accordance with policy SP7, which conserves and enhances the character and local distinctiveness of the surrounding area in accordance with policy SP8 (criterion b);
 - It does not harm the setting of the existing dwelling and the space occupied within the plot boundary (criterion c);
 - It does not harm the historic and/or architectural interest of the existing dwelling (criterion d);
 - The use of materials is appropriate within the local architectural context (criterion e);

- The windows are appropriate in terms of number, architectural style and type, position, size and proportion, extent of opening and need for obscure glazing (criterion g);
 - Following construction of the extension, sufficient space is available for on-site vehicular parking in accordance with policy DM44 in a way that does not detract from the character and appearance of the area (criterion h);
 - It enables for the retention and provision of high quality useable private amenity space in accordance with policy DM30 (criterion i).
- 6.5 Hermitage NDP Policy HER2 states that development should demonstrate high quality design and layout which respects the local character of Hermitage identified in the Hermitage Design Guidelines and Codes 2022 (or any successor document). New development should be respectful of the architectural styles and use of materials of surrounding buildings, particularly in the case of residential development.
- 6.6 Three rooflights are proposed to the front elevation and three are proposed to the rear elevation of this modern property. Rooflights are often preferable to dormers due to the limited extent of the impact on the appearance of the dwelling. Given that the rooflights would not increase the bulk or mass of the existing roof the visual impact is minimised. Although there would be an alteration to the appearance of the dwelling, three velux style rooflights to the front and rear are considered to be appropriate in terms of number, architectural style and type.
- 6.7 Application number 20/02907/HOUSE at number 6 Blake Road gave permission for a loft conversion including installation of 3 No roof-lights to the front elevation & 4 no roof-lights to the rear elevation. A rooflight to the rear of number 6 is visible from the public area outside of the application site in Blake Road and the rooflights to the front are also visible from the road albeit round the corner from the application site. There is therefore a precedent within the streetscene of Blake Road for this form of development and the proposed rooflights would not appear out of character in the area in accordance with NDP Policy HER2.
- 6.8 This application is being considered separately to previously approved application 25/02698/HOUSE. However, given that this proposal would result in a minimal impact to the appearance of the property the cumulative impact is not considered harmful to the character of the property or the area.
- 6.9 Given that the site is within the built environs of the housing development no important views of the National Landscape are affected.

Residential Amenity (Neighbours)

- 6.10 According to Policy DM30, all development will be required to provide and/or maintain a high standard of amenity for existing and future users of land and buildings. When considering the impact on the living conditions of existing and proposed residential dwellings, development proposals will be supported where there is no unacceptable harm in terms of the following criteria:
- Any significant loss of daylight and/or sunlight to land and buildings;
 - Any significant overlooking of land and buildings that results in a harmful loss of privacy;
 - Development resulting in an undue sense of enclosure, overbearing impact, or a harmful loss of outlook; and
 - Noise, dust, fumes and odours.
 - Criterion f of Policy DM28 also requires that the proposal is not overbearing or of a form which would be detrimental to the amenity of nearby residents by

virtue of loss of outlook, daylight, sunlight and / or privacy in accordance with policy DM30.

- 6.11 The main consideration is that of overlooking and loss of privacy. The rear garden is screened by the flank elevation of garages to the sides and extensive vegetation to the rear. Given that the rear garden is well screened, the orientation of the dwelling compared to the surrounding neighbouring properties and that the proposed windows are in addition to existing first floor windows there would be no significant overlooking impact to private amenity areas of the neighbouring properties either side. The rear garden of number 1 Pinewood Crescent is opposite the site. The proposed windows would be in addition to those in the existing first floor, no significant increased impact would result. The proposals are therefore considered to comply with the above criteria.

Residential amenity (site Occupants)

- 6.12 According to Policy DM30, all new residential development will be expected to include the provision of the following:

- Functional amenity space of a quality and size to meet the needs of the occupants;
- Internal accommodation of an adequate size and layout relative to the intensity of occupation envisaged;
- Natural light in all habitable rooms of the proposed development;
- A garden size which is at least a minimum of 10.5 metres in depth, where possible; and
- A minimum distance of 21 metres between directly facing windows, serving habitable rooms.

- 6.13 The proposed rooflights will provide natural light to a habitable room. There are no directly facing windows. Although the consideration here is restricted to the rooflights it is useful to note that the amenity space guidelines in the Quality Design SPD refer to '3 or more bedroom houses', the quantity of amenity space required would not therefore alter with the additional bedroom. Overall, the residential amenity of the site occupants is not adversely affected.

Highways Matters

- 6.13 According to Policy SP19, development that generates a transport impact will be required to (amongst others) mitigate any adverse impact on local transport networks. Criterion h of Policy DM28 requires that following construction of the extension, sufficient space is available for on-site vehicular parking in accordance with policy DM44 in a way that does not detract from the character and appearance of the area.
- 6.14 According to the NPPF, in assessing specific applications for development, it should be ensured that (amongst others) safe and suitable access to the site can be achieved for all users, the design of parking areas and other transport elements reflects national guidance. Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios.
- 6.15 The Highways Authority have made their assessment of the proposal as above. No objections were raised for the reasons given above.

Ecology

- 6.16 According to Policy SP11, development proposals will be required to demonstrate how they conserve and enhance biodiversity and/or geodiversity including their long-term future management and, where required, deliver Biodiversity Net Gains. Criterion k of Policy DM28 requires that the proposal conserves and enhances biodiversity, in accordance with policy SP11.
- 6.17 NDP Policy HER5: Wildlife-friendly development states that in particular, the incorporation of design features into new development that encourages local wildlife to thrive, is strongly encouraged.
- 6.18 The Berkshire Newt Officer was consulted following the guidance for areas within risk zones for Great Crested Newts however no comments were received. No comments were received from the Council's Ecologist.
- 6.19 The proposal affects the roof of the property, however given the age of the property and scale of development it is not considered reasonable or necessary to request a bat scoping survey. The works are also unlikely to affect other protected species however given that the site is also within a risk zone for Great Crested Newts an Informative is recommended to remind the Applicants of the legal responsibilities towards protected species.
- 6.20 Householder development is exempt from mandatory Biodiversity Net Gain.
- 6.21 The Sustainability Statement states that a bat box can be added to the gables. This would accord with NDP Policy HER5 and is a welcome biodiversity enhancement.

Climate change

- 6.22 In accordance with Policy SP5, all new development is expected to incorporate the principles of climate change mitigation and adaptation. To demonstrate compliance, applications should be supported by a Sustainability Statement explaining how the requirements of Policy SP5 have been integrated into the proposed development, with the level of detail proportionate to the scale and nature of the scheme.
- 6.22 NDP Policy HER4: Low energy and energy efficient design states that proposals for new development, including the construction of new buildings and the redevelopment and refurbishment of existing building stock, must demonstrate how the design of buildings and site layouts minimise consumption of energy, water, minerals, materials and other natural resources in order to provide resilience to the effects of climate change.
- 6.23 A Sustainability Statement has been submitted which states (amongst other points) that new glazing will be high efficiency double glazed units to minimise heat loss and solar gain.

Trees

- 6.23 According to Policy DM15, development which conserves and enhances trees, woodland and hedgerows will be supported. Development proposals should be accompanied by an appropriate Arboricultural Survey, Arboricultural Impact Assessment and/or an Arboricultural Method Statement. Proposals will be expected to clearly demonstrate that wherever possible existing trees, woodland and hedgerows have been incorporated into the design and layout of a scheme from the outset.

- 6.24 Development affecting trees protected by a Tree Preservation Order (TPO) must be justified and the impact of the proposal will be assessed on the amenity of the area.
- 6.25 Criterion j of Policy DM28 requires that the proposal would not result in adverse impacts on trees (including their roots and canopy spread) on and off site, in accordance with policy DM15. Trees should be retained where possible.
- 6.26 The Tree Officer confirms that it is unlikely that the TPO trees west of the site will be adversely affected a Tree Protection Informative is recommended.

7. Planning Balance and Conclusion

- 7.1 Planning law requires that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise. The National Planning Policy Framework is a material consideration in planning decisions. It includes a presumption in favour of sustainable development which means approving development proposals that accord with an up-to-date development plan without delay. However, where a planning application conflicts with an up-to-date development plan, permission should not usually be granted.
- 7.2 For the reasons given in this report it is considered that the proposal is in accordance with current development plan policies and material considerations do not indicate that planning permission should otherwise be refused. The application is therefore recommended for approval.

8. Full Recommendation

- 8.1 To delegate to the Development Manager to GRANT PLANNING PERMISSION subject to the conditions listed below.

Conditions

1	Commencement of development The development hereby permitted shall be begun before the expiration of three years from the date of this permission. Reason: To comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
2	Approved plans The development hereby permitted shall be carried out in accordance with the approved plans and documents listed below: Drawing number 1554 - CL01 and the Site Location Plan; received on 24.04.2026 Design and Access Statement; received on 24.04.2026 Sustainability Statement; received on 24.04.2026 Reason: For the avoidance of doubt and in the interest of proper planning.
3.	The materials to be used in the development hereby permitted shall be as specified in the Design and Access Statement and the application form.

	Reason: To ensure that the external materials respond to local character. This condition is applied in accordance with the National Planning Policy Framework, Policies SP7 and DM28 of the West Berkshire Local Plan Review 2023-2041, Hermitage NDP Policy HER2 and Supplementary Planning Document Quality Design (June 2006).
4.	The loft conversion shall not be first occupied until 1 No. bat box has been installed on the south east gable in accordance with the submitted Sustainability Statement. Reason: To ensure biodiversity enhancements are incorporated into the development. This condition is applied in accordance with the National Planning Policy Framework, Policy SP11 of the West Berkshire Local Plan Review 2023-2041 and Hermitage NDP Policy HER5.

Informatives

1	This decision has been made in a positive way to foster the delivery of sustainable development having regard to Development Plan policies and available guidance to secure high quality appropriate development. In this application whilst there has been a need to balance conflicting considerations, the local planning authority has secured and accepted what is considered to be a development which improves the economic, social and environmental conditions of the area.
2	Prior to the commencement of this proposal you are reminded that if there is any evidence of Protected Species on the site you must consider the implications of the Conservation of Habitats and Species Regulations 2017, Wildlife and Countryside Act 1981, the Habitats Regulations 2017 and the Countryside and Rights of Way Act 2000 and comply with any necessary additional regulations and licences. For example, you must avoid taking, damaging or destroying the nest built or being used or egg of any wild bird as this would be an offence (with certain exceptions). You must also not intentionally or recklessly damage, destroy or block access to any habitat used by a protected species, such as bats, dormice, reptiles or any other species as listed in The Conservation of Habitats and Species Regulations 2017, Schedule 2 European Protected Species of Animals. Any licensing requirements are in addition to the requirements for planning permission and subject to a separate process. The following website gives further advice on this matter www.gov.uk/guidance/wildlife-licences. Applicants are reminded that the granting of planning permission does not override or replace obligations under wildlife legislation, nor does it provide a defence against prosecution. Where bats, or evidence of bats, are discovered during works, all works must cease immediately, and advice should be sought from a suitably qualified ecologist or Natural England.
3	- To ensure that the trees which are to be retained are protected from damage, ensure that all works occur in a direction away from the trees. - In addition that no materials are stored within close proximity i.e. underneath the canopy of trees to be retained. - Ensure that all mixing of materials that could be harmful to tree roots is done well away from trees (outside the canopy drip line) and downhill of the trees if on a slope, to avoid contamination of the soil. - To ensure the above, erect chestnut pale fencing on a scaffold framework at least out to the canopy extent to preserve rooting areas from compaction, chemicals or other unnatural substances washing into the soil. - If this is not possible due to working room / access requirements The ground under the trees' canopies on the side of construction / access should be covered by 7.5cm

	of woodchip or a compressible material such as sharp sand, and covered with plywood sheets / scaffold boards to prevent compaction of the soil and roots. This could be underlain by a non permeable membrane to prevent lime or portland based products / chemicals entering the soil - If there are any existing roots in situ and the excavation is not to be immediately filled in, then they should be covered by loose soil or dry Hessian sacking to prevent desiccation or frost damage. If required, the minimum amount of root could be cut back using a sharp knife. - If lime or portland based products are to be used for strip foundations then any roots found should be protected by a non permeable membrane prior to the laying of concrete. - Post holes within root protection areas must be hand dug with a fork and trowel, or use of an air pick, and lined with an impermeable membrane (e.g. the postmix bag if not perforated) before pouring concrete.
4.	The attention of the applicant is drawn to the Berkshire Act, 1986, Part II, Clause 9, which enables the Highway Authority to recover the costs of repairing damage to the footway, cycleway or grass verge arising during building operations.
5.	The attention of the applicant is drawn to the Highways Act, 1980, which enables the Highway Authority to recover expenses due to extraordinary traffic.