

DESIGN & ACCESS STATEMENT



USE OF SECOND FLOOR BY CHURCH

READING SEVENTH DAY ADVENTIST CHURCH
WINDRUSH HOUSE, PORTMAN ROAD, READING

1.00 INTRODUCTION

- 1.01 This Design and Access Statement has been prepared by Allen Associates Architects Limited to accompany and explain the planning application for the change of use of the second floor of the building, to enable it to be used by the church.
- 1.02 In January 2009 planning permission was granted for the use of the ground and first floor of Windrush House to include D1 (Place of Worship).
- 1.03 An indicative layout of the second floor is indicated on drawing number 767/31A.

2.00 USE

- 2.01 On 6 January 2009 planning permission reference 08/01330/FUL was granted to allow the ground and first floor of the building to continue with B1 (Commercial Use) but to include a new addition of D1 use.
- 2.02 The building has been acquired by the church and the ground and first floors adapted for church use.
- 2.03 The church however have found that it is impossible to retain the B1 use for the second floor whilst using the ground and first floor for church activities.
- 2.04 The church work with children and young people, not only at weekends, but also during the week. They wish to better serve the community by expanding these activities to include:
 - A youth café
 - After school clubs
 - Mother and toddler playgroup
 - Pathfinder/scouts
- 2.05 The church have safeguarding policies and procedures to ensure that all children using the building are prevented from harm. However if the second floor was to be let for commercial activity the church would have no control over whor enters the building or uses the second floor, particularly as there is a single main entrance, stairs and lift to all the floors and the toilets on each floor are shared. There is no feasible way of providing a dedicated access to the second floor and therefore continued B1 use of this area is not feasible.
- 2.06 The church wish to use the second floor for use ancillary to the ground and first floor, which would include, offices, meeting rooms, storage, a library and a children's room.
- 2.07 A paper prepared by Reading Seventh Day Adventist Church explaining the use of the second floor in more detail is included in Appendix 1.

3.00 DEVELOPMENT

- 3.01 The church have considered a number of options but have concluded that the only practical use of the second floor is ancillary to the church.

4.00 LAYOUT

- 4.01 The proposed layout of the second floor is indicated on drawing 767/31A.

8.00 ACCESS

- 8.01 A lift has been installed by the church which provides access for the disabled to the second floor.

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APPENDIX 1

Paper Prepared by Reading Seventh Day Adventist Church

The Church Clerk
Reading West SDA Church
Reading, RG30 1EA

The Planner
Reading Borough Council
Reading

Dear Sir/Madame

Request for a D1 Planning Permission of 2nd Floor of 24 Portman Road

As you are aware the Reading West Seventh-day Adventist Church has owned the Windrush House at 24 Portman Road since September 2012. However our use of the premises has been limited due to the status of the 2nd floor.

Due to the safeguarding of our children and vulnerable adults, we are unable to allocate the top floor to any office type use by external parties since we will have to share same entrances and toilet facilities

Secondly under the terms of purchase of the building we are unable to make use of this floor for any profitable cause under HMRC rules

We therefore have no option but to request for a change of use to make the building fully accessible to the community and enhance the church's contribution to the benefit of Reading through projects such as:

- Soup kitchens
- Pensioners coffee mornings
- Youth café
- After school clubs
- Mother toddler playgroup activities, etc
- Children's' pathfinder/scouts clubs

With thanks in anticipation of your kind consideration

Yours faithfully

On behalf of the Board of Reading West Church