

Reading Borough Council

Civic Offices
Bridge Street
Reading
RG1 2LU

21 October 2025

Dear Sir/Madam,

11 NEWCASTLE ROAD, READING, RG2 7TN

On behalf of our client Brett Property Developments Ltd, please find enclosed a planning application for:

'Change of use from a dwelling (Class C3) to a 7-person house in multiple occupation (Sui Generis) and associated works'

Alongside the application form and the relevant fee, this application comprises the following plans and documents:

- 1) Covering Letter (*this letter*)
- 2) Location Plan and Existing and Proposed Plans Pack
- 3) Planning Statement
- 4) Preliminary Ecological Appraisal and Biodiversity Net Gain Assessment
- 5) Biodiversity Net Gain Matrix
- 6) CIL Form 1

If you have any queries or require any further information, please don't hesitate to contact me.

Yours sincerely,



Mark Campbell
Regional Director | MA MRTPI
mark@squiresplanning.co.uk