



REA-BOX-XX-ZZ-T-A-0370_Design & Access Statement

For

Proposed new shopfront, replacement of doors and windows on the front and rear elevations.

In support of

A full planning application with advertisement consent

at

**10 Cross Street
Reading
RG1 1SN**

March 2026

DOCUMENT TITLE: REA-BOX-XX-ZZ-T-A-0370_Design & Access Statement

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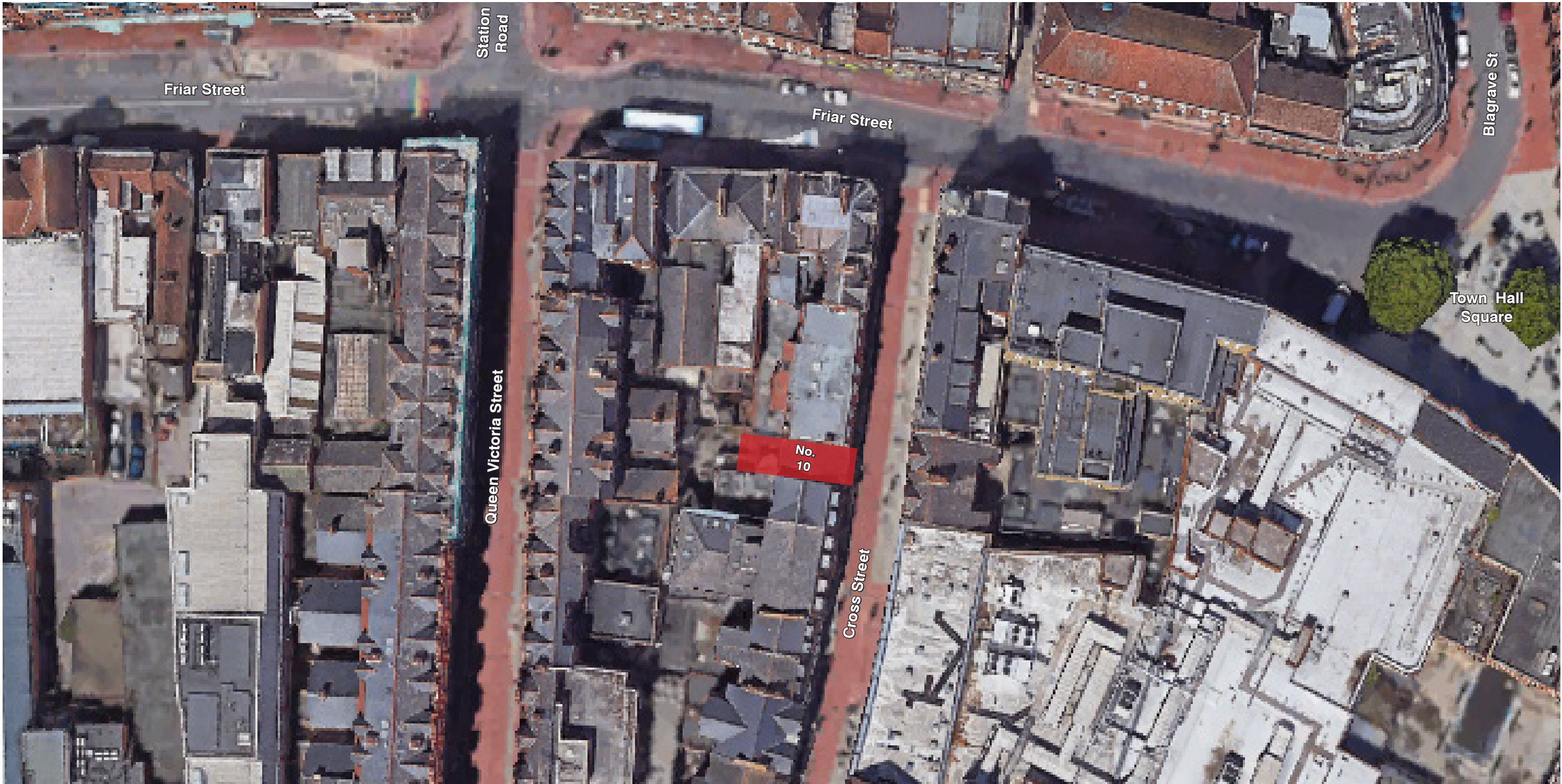
SUMMARY:
This Design & Access Statement is in support of works to No. 10 Cross Street Reading for new shopfront incorporating new advertisement, replacement of doors and windows on the front and rear elevations and a new portable/temporary ramp for the main entrance.

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1.0

Site Location



The site is a ground and first floor existing bank branch located at No. 10 Cross Street in Reading.

The surrounding area features a mix of retail properties and local amenities, contributing to the character and vitality of the local shopping parade.



1.0 Site Location



01. Neighboring Shops - Cross Street



02. M&S Store - Cross Street



03. Looking up Town Hall Square



04. Friar Street - Commercial Units



Key Plan



05. Friar Street - Queen Victoria Street cross



06. Looking down Queen Victoria Street



07. Looking up Station Road



8. 10 Cross Street - Rear Elevation

2.0 Existing Building & Site Context



Location of 10 Cross Street, Reading

The property is located at 10 Cross Street, Reading, forming part of an established retail parade within the Reading centre. The building is not listed, nor situated within a conservation area; however, consideration will be given to ensuring that any proposed alterations are sympathetic to the existing streetscape and maintain the character and appearance of the surrounding commercial frontage.



A - 10 Cross Street



B - 10 Cross Street (Rear Elevation)

2.0

Existing Building & Site Context

Several adjacent properties along Cross Street and Friar Street do not have permanent access ramps at their fronts. The proposal for 10 Cross Street is to provide a portable/temporary ramp, thus offering simplified and modest access that improves accessibility while remaining consistent with the existing building and the surrounding character of Reading's commercial frontage.



01. Neighbouring properties - Cross Street



02. Neighbouring properties - Cross Street



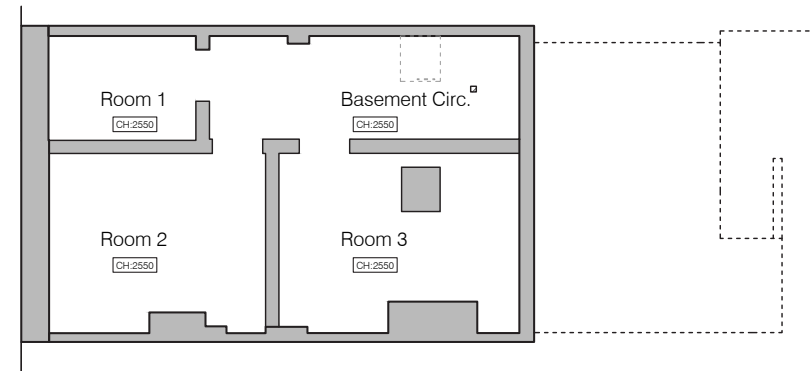
03. Neighbouring properties - Cross Street



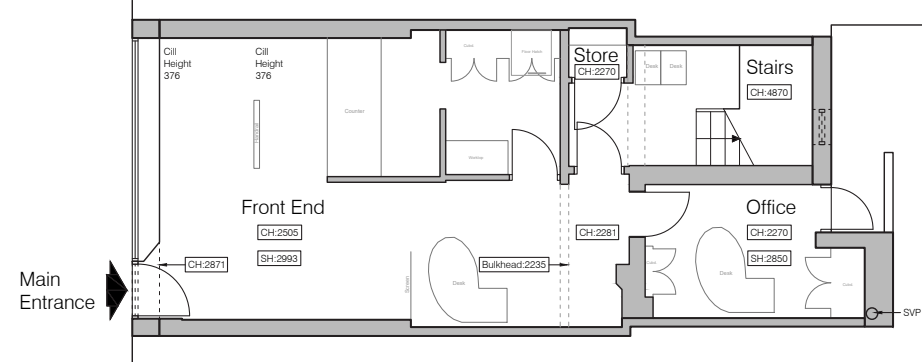
04. Neighbouring properties - Friar Street

2.0 Existing Building & Site Context

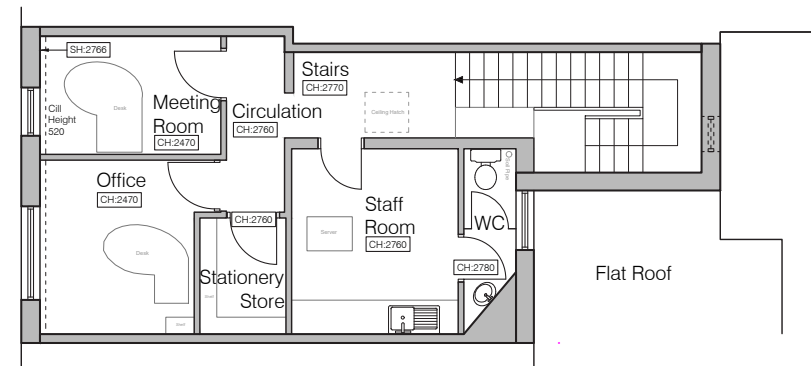
The unit is currently occupied by Leeds Building Society and operates as a bank branch. The works will include refurbishing the internal layout to optimise the functionality of the space, improve customer experience, and align with the company's current branch design standards.



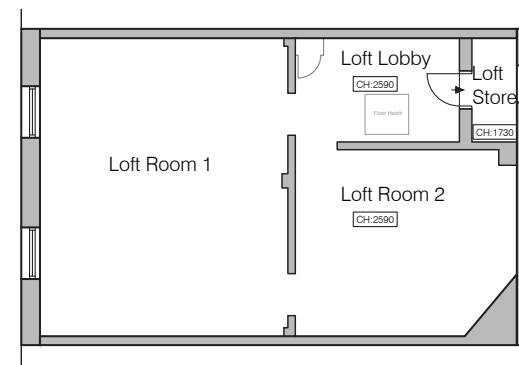
Existing Basement Floor Plan
NTS



Existing Ground Floor Plan
NTS



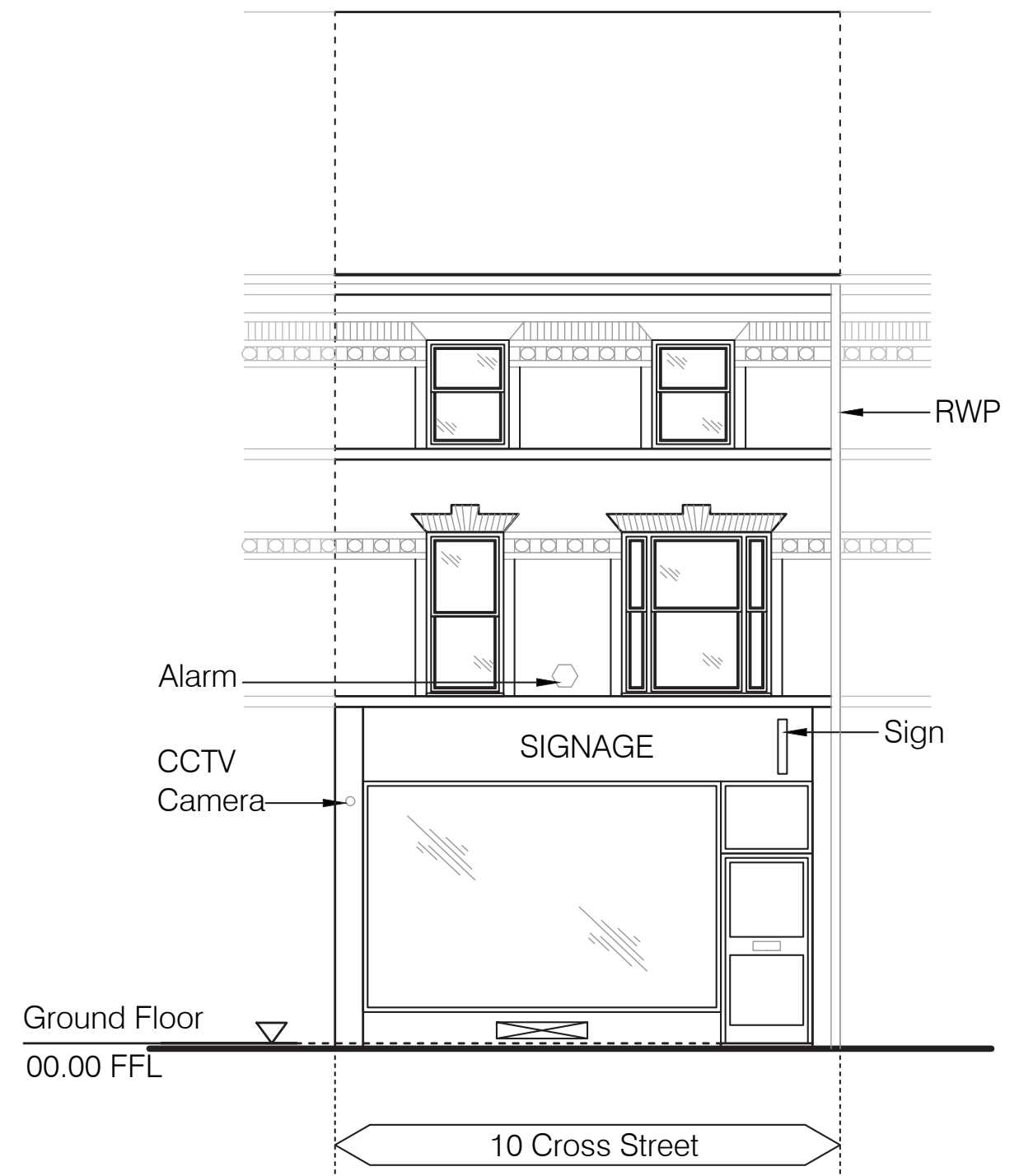
Existing First Floor Plan
NTS



Existing Second Floor Plan
NTS

2.0 Existing Building & Site Context

The existing elevation illustrates the current external appearance of the retail unit, which features a large glazed shopfront. The façade incorporates a fascia panel displaying existing signage above the entrance, along with a projecting hanging sign. The main customer entrance is right hand side, with a small step in front of the entrance door.



Existing Shopfront Elevation
NTS

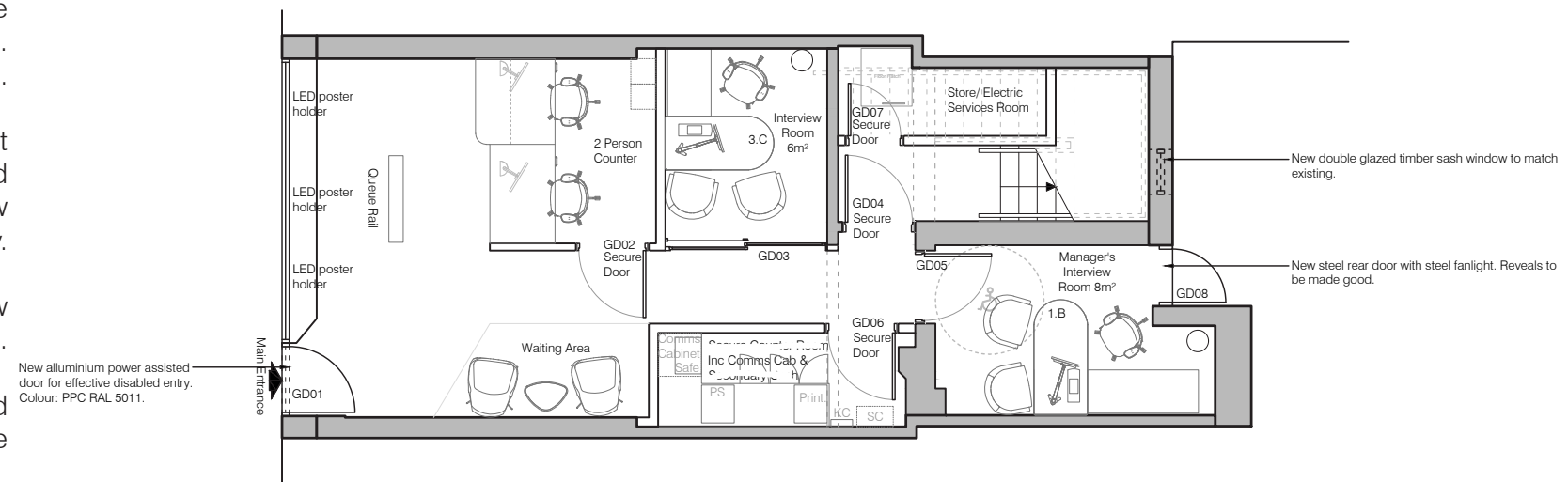
3.0 The Proposal

The proposal relates to the refurbishment of the existing Leeds Building Society branch at 10 Cross Street, Reading. Internal works will include general refurbishment and reconfiguration to update the branch in line with the Society's current design standards and improve accessibility and staff facilities. These works are internal and do not form part of the planning application.

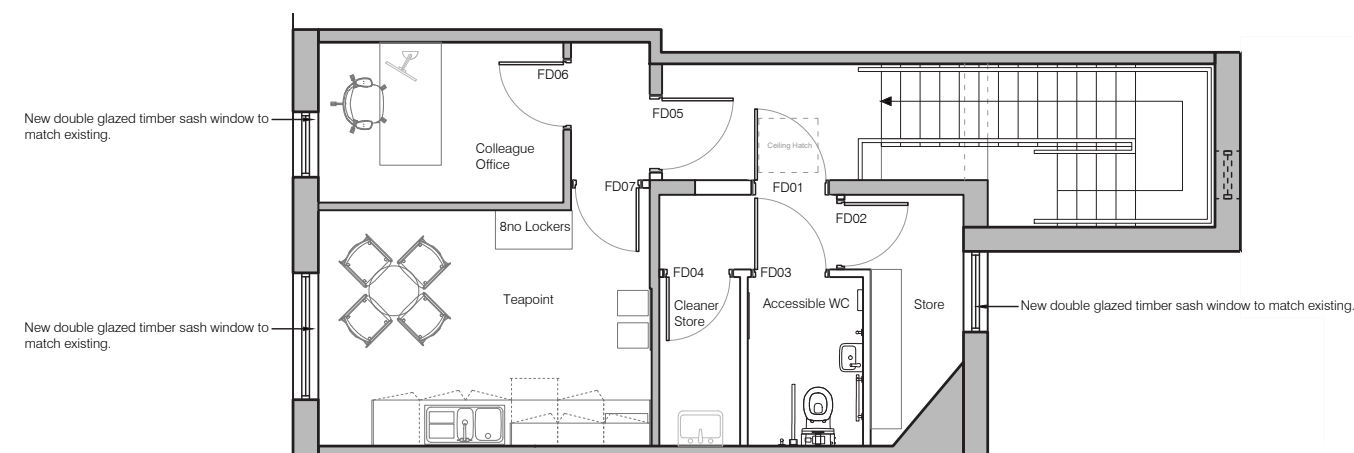
Planning permission is sought for external alterations, including the replacement of the existing shopfront and windows. A new aluminium shopfront is proposed at ground floor level, finished in Leeds Building Society blue (RAL 5011), with new entrance doors and aluminium power assisted doors for effective disabled entry.

Existing windows to the front and rear elevations will be replaced with new sliding timber sash windows to match the existing design and proportions.

The proposals are limited in scope and do not involve structural alterations, and are intended to improve the appearance and functionality of the premises while maintaining the character of the existing building.



Proposed Ground Floor Plan
NTS



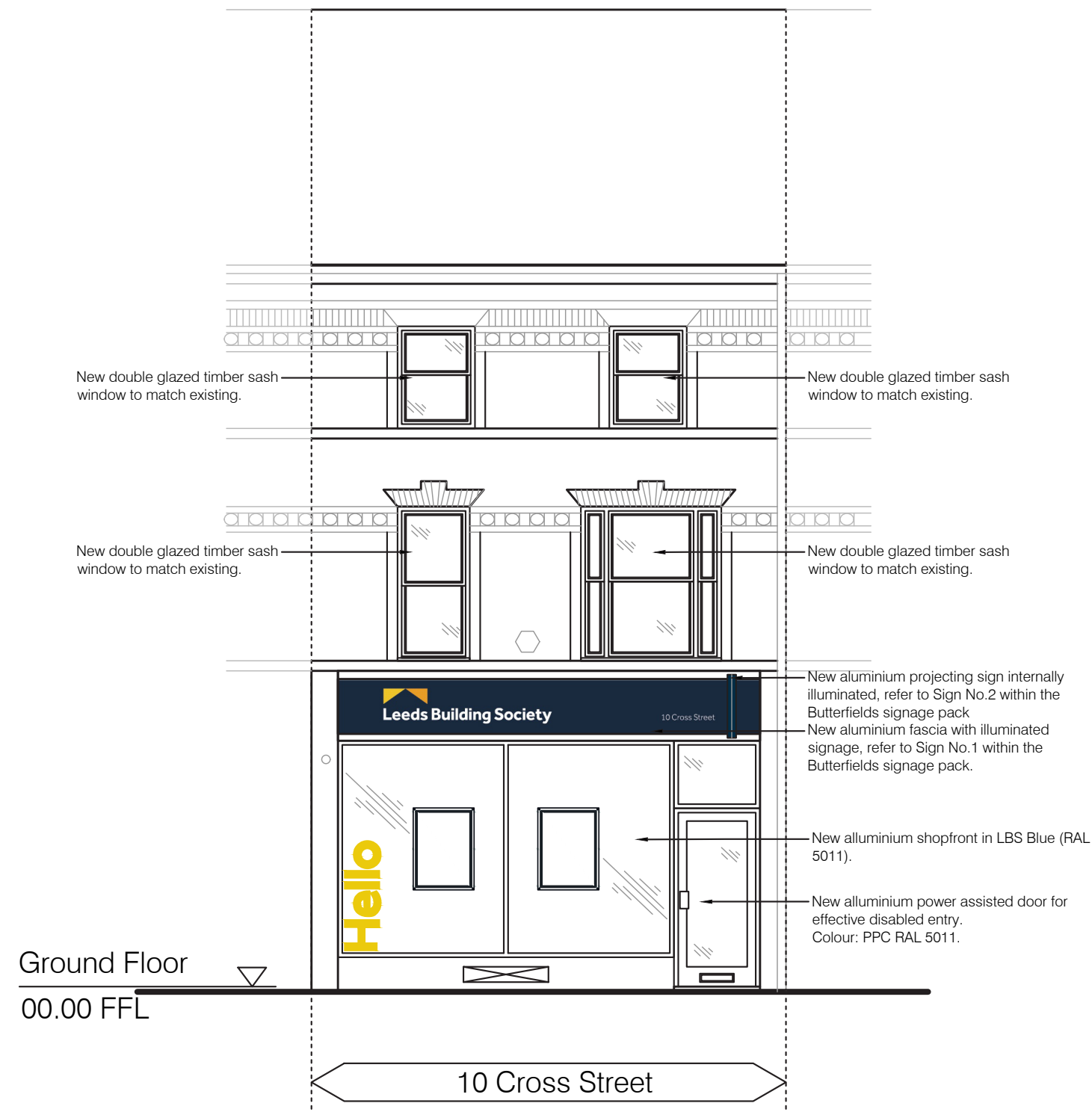
Proposed First Floor Plan
NTS

3.0 The Proposal

The proposed elevation reflects the refurbishment of the existing shopfront to provide an updated, high-quality appearance in line with Leeds Building Society's current branch design standards. The existing shopfront structure will be replaced with a new one. A new powder-coated aluminium entrance door will be installed, with a portable/temporary external access ramp.

The existing fascia panel will be replaced with new illuminated signage and a projecting hanging sign, designed in accordance with Leeds Building Society's corporate branding. The existing letterbox will be replaced with a brushed aluminium unit to complement the updated façade. Overall, the proposed works deliver a sympathetic and high-quality enhancement to the building frontage, maintaining its established character while improving accessibility and aligning with the organisation's national design identity.

A new powder-coated aluminium entrance door will be installed, incorporating a power assisted opening mechanism to achieve full compliance with Building Regulations Parts M and K. An external temporary ramp will provide safe, step-free access directly from Cross Street, when required.



Proposed Shopfront Elevation
NTS

4.0

Summary

The proposed works represent a modest and sensitive refurbishment of the existing Leeds Building Society branch at 10 Cross Street, Reading. The changes are minimal in scale and respectful of the existing building, focusing on internal reconfiguration and external improvements to enhance accessibility, functionality, and visual appearance.

Although the property is not listed nor located within a conservation area, the proposed design approach remains sensitive to its context and the surrounding streetscape. The refurbishment represents a positive investment in the area, supporting the continued vitality and active use of Reading's commercial centre.

In summary, the proposal provides a high-quality and considered enhancement to the existing branch, ensuring its continued contribution to the character and economic strength of Reading's retail environment, while demonstrating clear alignment with local planning objectives for accessible and sustainable development.

