

MEMORANDUM

SECTION 106 AGREEMENT INSTRUCTIONS & HEADS OF TERMS

TO: Legal Services

CC: Neal Gascoine

FROM: Marcelina Rejwerska, Senior Planning Officer

DATE: 08/05/2026

APPLICATION REF: PL/25/1761

COMMITTEE or DELEGATED: Delegated Decision

START DATE OF APPLICATION: 08/12/2025

EXPIRY DATE OF APPLICATION: 10/03/2026

LEGAL AGREEMENT OR UNILATERAL UNDERTAKING HEADS OF TERMS:

1. Not to sell, lease, or sub-let or otherwise dispose of or part with possession of the outbuilding or any part or parts thereof separately from the ground floor flat/main dwelling known as 2 Mason Street (please advise on wording).
2. Not to sell, lease, or sub-let or otherwise dispose of or part with possession of the ground floor flat or any part or parts thereof separately from the outbuilding.
3. Not to occupy the outbuilding at any time other than for purposes **incidental** to the residential use of the ground floor flat

THE TERMS OF THE OBLIGATION AGREED WITH THE APPLICANT

A Monitoring Fee of £ is payable on completion of the Agreement.

The Council's Legal Fees - at a figure to be agreed by Legal Services - are also payable on completion of the Agreement.

SITE ADDRESS

2 MASON STREET, READING, RG1 7PD

PROPOSED DEVELOPMENT

Retrospective Single storey outbuilding to form a home office following the demolition of previous structure

APPLICANT

Mrs S Riaz

APPLICANT'S AGENTS

Mr Eric Bolton
Creative Design & Structure Ltd

LANDOWNERS

Mrs S Riaz and Mr M Riaz

NAMES OF MORTGAGEES

None.

APPLICANT'S SOLICITOR including TELEPHONE, FAX & E-MAIL

None – contact applicant.

PLANS TO BE ATTACHED TO THE AGREEMENT

1) Site Plan at 1:1250 with site edged in red (to be attached)

OTHER INFORMATION