

**TOWN AND COUNTRY PLANNING ACT 1990
PLANNING AND COMPENSATION ACT 1991
THE TOWN & COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015**

**APPLICATION TO VARY/REMOVE CONDITION UNDER SECTION 73 OF THE
TOWN AND COUNTRY PLANNING ACT 1990**

To: Mr Duncan Pritchard
A'Bear and Ball Architects
Unit 4, Michael's Court
New House Farm
Hanney Road
Southmoor
OX13 5HR

Application No: PL/26/0036
Application type: Removal/Variation of
Conditions

Applicant: Mr Michael Coyne

READING BOROUGH COUNCIL as Local Planning Authority **GRANT** planning permission for the following development as described below:

Proposal: Extension to the existing Berkshire Record Office and associated site works.

{Variation to conditions 2 (Approved plans), 3 (Materials), 7.b (Green or Brown Roof) of application PL/21/1485}

At: ROYAL BERKSHIRE ARCHIVES, 9 COLEY AVENUE, READING, RG1 6AF

Subject to such conditions and for such reasons as may be attached

**OTHER STATUTORY CONSENTS MAY BE REQUIRED
PLEASE READ THE NOTES ISSUED WITH THIS DECISION NOTICE**

Date: 26 June 2026



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Transport & Public Protection**

Application At: ROYAL BERKSHIRE ARCHIVES, 9 COLEY AVENUE, READING, RG1 6AF

Application No: PL/26/0036

Application type: Removal/variation of conditions

CONDITIONS & REASONS

1. Condition 1 of the original planning permission (3 years for implementation – Ref PL/21/1485) is no longer relevant, as the permission has already begun.

VARIED

2. The development hereby permitted shall ONLY be carried out in accordance with the following approved plans:

Proposed South Elevation Drawing No.0202 Rev H
Proposed West Elevation Drawing No.0203 Rev H
Proposed East Elevation Drawing No.0201 Rev H
Proposed North Elevation Drawing No.0200 Rev H
Received 20th May 2026

Proposed Ground Floor Plan Drawing No.0100 Rev E
Received 17th February 2026

Proposed Site Plan Drawing No.0001 Rev A
Proposed Roof Plan Drawing No.0102 Rev C
Proposed First Floor Plan Drawing No.0101 Rev C
Received 14th January 2026

Location Plan 6140-P-001 Rev P01
Received 8th September 2021

REASON: For the avoidance of doubt and to ensure that the development is carried out and adhered to in accordance with the application form and associated details hereby approved.

VARIED

3. The materials to be used in the construction of the external surfaces of this development shall be as specified on the plans. The development shall not be carried out other than in accordance with the approved details.

REASON: In the interests of visual amenity and ensuring the new development responds positively to the local context and character in accordance with Policy CC7 of the Reading Borough Local Plan 2019.

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4. The building hereby permitted shall not be first occupied until all vehicle parking spaces have been provided in accordance with the plans hereby approved. The spaces shall be kept available for parking at all times thereafter.

REASON: To ensure that the development is provided with adequate parking facilities to meet the needs of future occupiers and reduce the likelihood of roadside parking which could be a danger to other road users in accordance with Policy TR3 and TR5 of the Reading Local Plan 2019.

5. No development shall be carried out above ground floor slab level until a comprehensive scheme of hard and soft landscaping, in accordance with the planting layout shown for illustrative purposes only on "Landscape Proposals Drawing No.d467_011d" received 17th June 2026, has been submitted to and approved in writing by the Local Planning Authority. These details shall include:

a. Proposed finished ground and floor levels or contours, means of enclosure (including mammal gaps where appropriate), car parking layouts, other vehicle and pedestrian access and circulation areas;

b. Hard surfacing materials and minor artefacts and other ancillary structures (e.g. furniture, play equipment, refuse or other storage units, signs, lighting, external services, etc);

c. Soft landscaping details shall include planting plan, specification (including cultivation and other operations associated with plant and grass establishment), schedules of plants, noting species, planting sizes and proposed numbers/densities where appropriate, and implementation timetable;

d. A maintenance programme detailing all operations to be carried out in order to allow successful establishment of planting; e. routes and details of proposed and existing functional services above and below ground including foul and surface water drainage, soakaways and SUDs details, power, communications cables and water and gas supply pipelines, including access points, tree pit specifications; The approved hard and soft landscaping scheme shall be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a timetable approved in writing by the Local Planning Authority.

Any trees or plants which, within a period of 5 years from the date of planting, die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, to be agreed in writing by the Local Planning Authority.

REASON: These details are required prior to commencement of development because of insufficient information contained within this submission and in the interest of ensuring that the landscaping of the development enhances the visual local environment and in accordance with Policy CC7 of the Reading Borough Local Plan 2019.

6. No development shall be carried out above ground floor slab level until an Arboricultural Method Statement and Tree Protection Plan in accordance with the relevant recommendations of appropriate British Standards or other recognised Codes of Good Practice for all existing trees that are not shown as being removed on the approved drawings,

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both within and adjacent to the site, has been submitted to and been approved in writing by the Local Planning Authority. The development shall not be carried out other than in accordance with the approved Arboricultural Method Statement and Tree Protection Plan.

REASON: In order to ensure that appropriate protection is given to trees of amenity value within and adjacent to the site in accordance with Policy EN14 of the Reading Borough Local Plan 2019.

7. VARIED

a) The approved biodiversity enhancements as per the “Bird and Bat Boxes Technical Note prepared by Diversity dated 30 May 2025 Ref.d467.3” as received 2nd June 2025 (and approved by Ref.PL/25/0807 APPCON on 24th July 2025) shall be installed and photos of the enhancements post installation shall be provide to the Local Planning Authority prior to occupation of the development. The biodiversity enhancements shall thereafter be retained and maintained as approved.

REASON: To incorporate biodiversity in and around development in accordance with Policy EN12 of the Reading Borough Local Plan and the NPPF.

8. i) The approved sustainability details as per “Sustainability Assessment Technical Note prepared by Method Consulting dated 28/05/2025 Ref. 2494IRB-MET-XX-XX-T-O-9813-A2-C02, Sustainability Measures Summary prepared by Method Consulting dated May 2025 Ref. 2494IRB-METXX-XX-L-O-9803 -S3-P02, Project Sustainability Matrix Design Stage Overview prepared by Method Consulting Ref. 2494IRB-METXX-XX-T-O-9830-A2-CO2” as received 2nd June 2025 (and approved by Ref.PL25/0807 APPCON on 24th July 2025) shall be installed prior to first occupation of the development and retained and maintained as approved.

ii) The approved PV details as per “Proposed Roof Level Services Layout 7896/ME/0004 T1 dated April 2025” as received 2nd June 2025, “Photovoltaic Panel Maintenance Strategy prepared by MTPC dated July 2025 Rev.0” as received 18th July 2025 and “Proair Electrical Specification Extract PVs Rev 1” as received 22 July 2025 (and approved by Ref.PL25/0807 APPCON on 24th July 2025) shall be installed prior to first occupation of the development and retained and maintained as approved.

9. The building shall not be brought in to use until 1) a Final BREEAM Certificate in accordance with the BREEAM Sustainability Standard following a post-construction stage review carried out by a licenced assessor has been submitted to and approved in writing by the Local Planning Authority, demonstrating that the development has attained as a minimum the standard set out in the Interim BREEAM Certificate referred to in the above condition; Or, a report demonstrating compliance with the criteria referred to in the Condition (8) has been submitted to and approved in writing by the Local Planning Authority.

REASON: To ensure that the development contributes adequately towards environmental sustainability, in accordance with Policy CC2 of the Reading Borough Local Plan 2019.

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10. No mechanical plant shall be installed until a noise assessment of the proposed mechanical plant has been submitted and approved by the Local Planning Authority. The assessment shall be carried out for in accordance with BS4142:2014 methodology. The predicted specific sound level (LAeq,TR) (with reference to BS:4142) as measured at a point 1 metre external to the nearest noise-sensitive facade shall be at least 10dB below the pre-existing background sound level, LA90,T when all plant/equipment (or any part of it) is in operation. The predicted rating level, LAr,Tr (specific sound level plus any adjustment for the characteristic features of the sound) as measured at a point 1 metre external to the nearest noise-sensitive façade (habitable window of a dwelling) shall not exceed the pre-existing background sound level, LA90,T when all plant/equipment (or any part of it) is in operation. The plant shall thereafter only be installed in accordance with the assessment and shall thereafter be maintained so that it operates to the same standard.

REASON: To safeguard the amenities of the adjoining premises and the area generally, in accordance with Policy CC8 and EN17 of the Reading Borough Local Plan 2019.

11. No construction, demolition or associated deliveries shall take place outside the hours of 0800hrs to 1800hrs Mondays to Fridays, and 0800hrs to 1300hrs on Saturdays, and not at any time on Sundays and Bank or Statutory Holidays without prior written approval from the Local Planning Authority.

REASON: In order to protect occupiers of nearby properties from unreasonable disturbance from works connected with implementing this permission in accordance with Policy CC8 of the Reading Borough Local Plan 2019.

12. No materials or green waste produced as a result of the clearance of the site, demolition works or construction works associated with the development hereby approved shall be burnt on site.

REASON: In the interests of air quality, the amenity of neighbours, and to promote more sustainable approaches to waste management in accordance with Policy CC8 of the Reading Borough Local Plan 2019.

INFORMATIVES

1. The Local Planning Authority has worked positively and proactively with the applicant to resolve relevant matters to allow permission to be granted within the prescribed target or agreed extended timescale for the decision to be issued.
2. Your attention is drawn to the terms and conditions of this permission. Any development which is carried out but which differs materially from the approved plans and details, or does not comply with any condition(s) or planning obligation(s) attached to the permission may

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result in the Council taking action to remedy the breach of planning control. If you are in any doubt please contact the Council.

3. A Building Regulations application may be required for the proposed development. Please go to our website for more advice.
<https://www.reading.gov.uk/planning-and-building-control/building-control/apply-for-building-control/>
You can also find advice and submit an application using the Planning Portal.
4. Complaints are commonly received about noise and dust caused by construction and demolition works, particularly working outside reasonable hours and smoke from bonfires associated with the burning of waste on site. The developer is reminded that construction and demolition associated with the approved development will be subject to environmental health law.
5. The Council introduced the Community Infrastructure Levy (CIL) on 1st April 2015. CIL is a way of securing financial contributions towards infrastructure from new development, and partially replaces the Section 106 planning obligation regime. It is a set charge per sq m of floorspace for different uses, and, unlike Section 106, it is nonnegotiable. It applies to developments which result in at least one dwelling; where the space has not been in lawful use for 6 months within the last 3 years or 100 sq m of new floorspace. If chargeable you will be sent a CIL Liability Notice with the calculated amount soon. CIL becomes payable on commencement of the development or by instalments. For more information go to: http://www.reading.gov.uk/media/2791/Community-Infrastructure-Levy-Advice-toApplicants/pdf/CIL_Advice_to_Applicants.pdf
6. i) The attention of the applicant is drawn to Section 59 of the Highways Act 1980, which enables the Highway Authority to recover expenses due to damage caused by extraordinary traffic. ii) Any works affecting the Highway shall be in accordance with Reading Borough's Council's document "Guidance Notes for Activities on the Public Highway within the Borough of Reading". The applicant should note that compliance with this document is mandatory and licences to work on the Highway will only be issued if the requirements contained within it are met. A copy can be obtained from the Council's website.
7. For the avoidance of doubt no signage is approve as part of this application. Separate advertisement consent would be required for the displaying of new advertisements.
8. Drawing No. Landscape Proposals Drawing No.d467_011d received 17th June 2026 referred to in condition 5 is to illustrate the planting layout only - on the basis that the footprint of the extension shown on the drawing does not match the footprint shown on the floor plans and elevations.

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9. Condition 6 is not varied on the basis that the Arboricultural Method Statement and Tree Protection Plan are inconsistent and therefore inaccurate.

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NOTES

APPEALS TO THE SECRETARY OF STATE

If you are aggrieved by the decision of the Council to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.

If this is a decision on a planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against the Council's decision on the application you must do so within 28 days of the date of this notice.

If an enforcement notice is served relating to the same or substantially the same land and development as in your application and you want to appeal against the Council's decision on your application, you must do so within 28 days of the date of service of the enforcement notice, or within 6 months (or 12 weeks in the case of a householder appeal) of the date of this notice, whichever period expires earlier.

If the above circumstances do not apply, any appeal must be made within the following time limits.

If this is a householder application and you want to appeal against the Council's decision then you must do so within 12 weeks of the date of this notice. If this is an advertisement application and you want to appeal against your local planning authority's decision then you must do so within 8 weeks of the date of this notice. If you want to appeal against your local planning authority's decision for any other type of application (which is not a householder or advertisement application, or an application for a Certificate of Lawfulness) then you must do so within 6 months of the date of this notice.

The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by him.

Appeals must be made via the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN, tel. 0303 444 5000, or online at <https://acp.planninginspectorate.gov.uk/>

Purchase Notices

If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

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Street Naming & Numbering

You must contact Reading Borough Council to:

- Name or number a new development
- Name a new street
- Get addresses for flat conversions
- Name or rename an existing building

More information can be found online: <https://www.reading.gov.uk/planning-and-building-control/street-naming-numbering/>

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