

Planning and Building Control
Reading Borough Council

Melissa Wise
Executive Director for Community and
Adult Social Care

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Adaptions.grants@reading.gov.uk

20 July 2026

Your contact is: **Liz Dauncey - Housing Adaptations & Grants Team**

To whom it may concern,

**Disabled Fac. (Mandatory) Grant - Owner occupiers' application -
Mr Olutomi Odele, 38 Orchard Grove Caversham Reading RG4 6NF**

I can confirm that the Building Control and Planning application submitted on behalf of the
above-named person is in relation to works with are:

For the alteration and extension of an existing dwellinghouse for the purpose of
providing means of access to and within it for a disabled person who is resident in it.

The facilities are designed to secure the disabled person's improved safety, health or
comfort.

Should you have any queries please feel free to contact me,

Yours faithfully,



Liz Dauncey
Technical Officer
Housing Adaptations and Grants Team | Directorate of Housing & Communities

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Email: Liz.Dauncey@reading.gov.uk