

Village Hall Site Bradfield Southend

Design & Access Statement

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Village Hall Site, Bradfield Southend Design & Access Statement – Contents

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1 Background and Summary of Proposal

1.1 Background

1.2 This design and access statement has been prepared to support a full planning application by the Bradfield Village Hall Trustees for the demolition of the existing village hall and garages and construction of a new village hall and associated parking and access, removal of the existing recreational facilities, creation of new multi-use games area (MUGA), relocation of the children’s play area, new boundary treatment, bin stores, widening of the footway on the site frontage, provision of a new path, landscaping and ancillary works.

1.3 This design and access statement has been prepared by Bluestone Planning on behalf of JBKS Architects.

1.4 JBKS Architects are specialist community building and church architects. The practice has a wealth of experience in community building projects and a comprehensive understanding of the relationship of those buildings with the local community and their functionality.

1.5 Bluestone Planning has worked on a number of community building schemes as well as commercial and residential developments across the south east of England, the south west and the Midlands in particular.

1.6 Summary of Proposal

1.7 The proposal seeks to create approximately 550 sq.m. of new village hall (a net gain of 300 sq.m. over the existing hall) comprising the following:

- Ground floor large hall with void above – 160 sq m
- Ground floor small hall – 64 sq m
- Ground floor foyer with seating – 70 sq m
- Ground floor kitchen – 26 sq m
- Ground floor committee room – 21 sq m
- Ground floor toilets – 38 sq m
- Ground floor storage and plant – 56 sq m
- First floor stores – 55 sq m
- First floor audio visual room – 8 sq m

- 1.8 Turning to the exterior of the village hall building, the car park will provide a total of 63 parking spaces including two disabled bays and eight bays for the adjacent post office/store (during shop opening hours). 10 overflow spaces will also be provided where the playground is currently situated.
- 1.9 A new under 5's children's play area will be provided in a safe fenced-in area between the new hall and the multi-use games court (198 sq.m. in total).
- 1.10 A separate children's play facility will be situated at the western end of the multi-use games area.
- 1.11 The new multi-use games area will be enclosed with secure fencing with a gated access and will be 677 sq.m. in area (36.6m x 18.5m) including a formal marked out games court for netball and tennis – both sized to Sport England standards.
- 1.12 The entire village hall and recreation facility will be accessed via the existing site entrance off Southend Road. New vehicle gates will be provided enabling the car park to be closed when necessary. An extension to the recently constructed footpath along the edge of the application site, which gives access to the primary school, will be made in front of the shop building to the main road. The footpath adjacent to the road will be widened to 1.5m.
- 1.13 The existing hedgerow and fence on the road frontage will be maintained and adapted where possible to provide a means of enclosure to the front of the new green area (including overflow parking area) and to facilitate the widening of the footpath. The hedge will be maintained to 600mm in this location.
- 1.14 A pedestrian access will be provided at the eastern end of the site, directly off the main road.

2 Legal Requirements

2.1 The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) sets out the requirements for Design and Access Statements at Article 9. It confirms that Design and Access Statements must:

- explain the design principles and concepts that have been applied to developments;
- demonstrate the steps taken to appraise the context of the development and how design of the development takes that context into account;
- explain the policy adopted as to access, and how policies relating to access in relevant local development documents have been taken into account;
- state what, if any, consultation has been undertaken on issues relating to access to the development and what account has

been taken of the outcome of any such consultation;

- explain how any specific issues which might affect access to the development have been addressed.

2.2 This statement has been prepared in accordance with the above requirements.

3 History and Need

3.1 [extracted from Vision for the Future Document] Following the local Silver Jubilee celebrations of King George V in 1935, some funds remained. It was decided that these should be used to help pay for a village hall for the local community and in 1941 Henry Benyon conveyed just over 4 acres of land (known as Booker's Piece) to construct it and the associated car park and playing field.

3.2 The Land Conveyance enabled a Trust to be established in October 1941, which stated that

'the Trust premises were for the purposes of physical and mental training, and recreation and social, moral and intellectual development for the benefit of the inhabitants of the Parish of Bradfield and its immediate vicinity.'

3.3 A Charity (registered number 300129) known as Bradfield Village Hall was set up in 1945

and was, and still is, regulated by the Trust Deed. It is administered by Bradfield Village Hall Trustees, some of whom represent users groups and village organisations. Meetings are held several times per year to oversee the administration and maintenance of the premises and external areas.

3.4 When opened in 1951 the building comprised a main hall, male and female toilets and a kitchen at the rear. An extension in 1984 provided the current kitchen and storeroom, enabling the conversion of the original kitchen into a small committee/meeting room. The tennis court and children's play area were added during the 1970's.

3.5 **Insufficient / Inadequate Space to Meet Demand**

3.6 The hall was constructed to the fairly basic standard typical of the 1950's, and is now very much showing its 67 years. At the time of its construction, it was only intended to cater for a parish population a good deal smaller than that currently, which is estimated to be around 2245 at 2011. In addition, the size of the accommodation - main hall and committee room - and the standards of facilities and their condition, mean the building is no longer capable of satisfactorily meeting the requirements of current and potential users. The amount of storage is very limited, particularly for groups such as the Sunshine Club. Also, due to the poor noise attenuation between rooms, it is often difficult to

run groups concurrently, even though there is often a demand for both rooms.

3.7 Whist there is now, and is likely to be in the future, continuing demand for the accommodation, it is clear that the hall is not meeting the requirements of present day users. Some potential regular and one-off bookings, particularly in the evenings, have had to be turned down due to regular commitments.

3.8 In addition, bookings for single life-time social events etc., where quality accommodation is required, have been in sharp decline over recent years, even though studies have shown that these types of events are increasing nationally. Even some of the Dog Clubs are no longer booking the hall and field, even though they acknowledge the convenience of the location, because the facilities are not up to their requirements any more. These are the sorts of clients who, the Management

Committee believes, would return if better accommodation is offered.

3.9 Furthermore, the figures shown below indicate that there was a 100% population increase for the parish between 1951 and 2011, with continuing growth of some 10% predicted to 2021. Thus this indicates that the future local catchment population will increase still further.

1951	c. 1000 residents (Approx figures)	c. 50 vehicles registered
2001	c. 1400 residents (Census figures)	c. 990 vehicles.
2011	c. 2000 residents (Census figures)	c. 1500 vehicles

3.10 However, the hall's clientele don't necessarily come from just within the parish and by including the number of people living in the Bucklebury Ward, which includes the immediately adjoining areas of Stanford Dingley, Bucklebury and Chapel Row as well as Bradfield, the catchment rises to around 10,250.

3.11 **Concerns about the Condition of the Hall**

3.12 As well as the limited and unsatisfactory nature of the accommodation, there are serious concerns about the physical condition of the building. For example it has an asbestos roof which has only a limited future life (and possible asbestos roof lining); poor quality guttering; a concrete

porch which is giving concern; a need for upgraded electrics, heating and drains; and the gent's toilet needs renovating completely, whilst the ladies is only in a marginally better condition.

3.13 Between April 2009 and December 2017 over £45,000 has been spent on repairs, maintenance and renovations.

3.14 Even if a major revamp were undertaken, involving upgrading the elements listed above and replacing the roof etc., there would still be severe limitations on the building as it has no disabled toilets, the kitchen is not up to present-day catering standards and it has very limited storage space, which has an adverse impact on some users.

3.15 Provisional estimates which have been obtained indicate that to address all of the defects and to try and make some improvements such as disabled facilities,

upgraded kitchen and additional storage would cost at least £400,000 plus VAT at 20% (there is no VAT to pay on new build). Grants to help fund this would be difficult to obtain as there are few available for refurbishment. Furthermore, any extension to the building would have to be located to the rear anyway as there is insufficient room at the sides due to the constraints of the existing car park, which is not big enough. At the same time there would still not be the flexibility of space that the community needs, in that multiple activities could not easily take place.

3.16 **Poor Condition of the External Space**

3.17 Moreover, the outdoor space too has its limitations. The children's play area is very popular and incredibly well used, but it has not been upgraded for fifteen years and its location is extremely unsatisfactory, being immediately adjacent to the main road and poorly related to the hall car parking area, which can become extremely busy (and potentially dangerous) at times. The car park provides parking for the shop, parents of pupils attending the Primary School for dropping off and picking up, as well as Hall users. It is also used as a parking area for walkers. Thus, the current available 26 parking spaces are just not enough for all these uses, and almost daily users have to resort to parking on the field to the rear of the hall. In addition, the surface of the

- existing car parking areas is in poor condition and extensive (and expensive) resurfacing will be required in the near future.
- 3.18 The tennis court also is well used, for football and riding bikes for example, although rarely for tennis, but the surface is substandard, the fencing is constantly requiring running repairs and the floodlighting needs replacing.
- 3.19 **Bradfield Parish Plan**
- 3.20 A Parish Plan for Bradfield was produced in November 2008 by a local community group, supported by the Parish Council.
- 3.21 As part of the early stages of the preparation of the plan questionnaires were sent out to households throughout the parish and more than 75% of all households responded. Similarly approximately 75% of all businesses in the parish responded to the questionnaire.
- 3.22 Of those who responded, an overwhelming 63% supported the provision of a new multi-use community centre on the village hall site.
- 3.23 Respondents suggested that they would like to see an integrated shop and post office, a library/computer suite, sports hall and fitness room, meeting room and conference facility and support for other facilities such as a tea room, licensed bar, new multi-use outdoor all-weather court, new playground, large car park, toilets and external access.
- 3.24 83% of all respondents confirmed they would be prepared to travel to a neighboring parish for some services if they were not available locally.
- 3.25 The action plan which followed on from the surveys and which forms the second half of the Parish Plan includes as the first objective/action under the heading 'Facilities and Services' being to "*Provide a new multi-use community centre on the existing Bradfield village hall site*".
- 3.26 Although progress was somewhat slow early on, a preliminary feasibility study was commissioned in 2012 by the Village Hall Trustees to look at what the basic requirements would be, should a new hall be constructed and the outdoor facilities upgraded. A key requirement was that the current hall should remain open until the construction of the new building was complete (estimated to be approximately 12-15

months) in order to avoid displacing the many current users (which would in turn result in significant loss of income for the hall). This is critical to the success of the proposals as the loss of potential income from having to close the Village Hall for 1-1 ½ years would seriously affect the viability of the proposals.

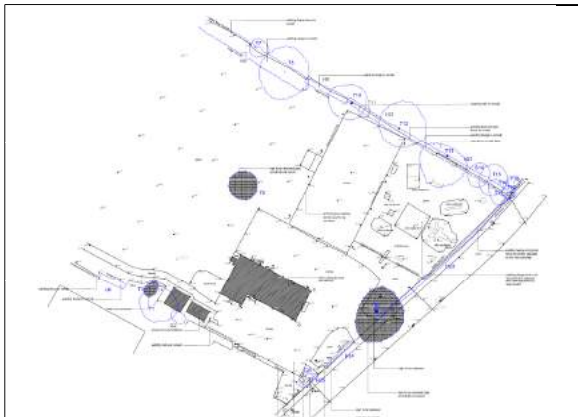
3.27 Bradfield Village Hall Trustees Resolution

3.28 The Trustees formally resolved (initially in September 2010, and again in January 2013), that the scale and substantial costs that would be involved in seeking to address the above issues by extensions, improvements, tweaks etc. to the existing hall and external areas would not provide an effective, value for money solution, for meeting current and future demands, and therefore a new hall and upgraded external areas would be required.

4 Site Description & Planning History

4.1 Site Description

4.2 Bradfield Village Hall sits within a larger site of approximately 1.7 hectares in total comprising the hall / play area and MUGA and open space to the rear. The current application site includes the village hall building itself, part of the adjacent open space, the surrounding hard surfacing including the car park, the existing children's play area and the existing hard surface tennis court (0.688 hectares in total).



Existing Site Plan



Existing Site - Photographs

- 4.3 Adjacent to the village hall open space lies an additional area of land used as formal playing pitches. This site is approximately 2.5 hectares in area and is owned by Field in Trust and overseen by Bradfield Village Hall Trustees, with day to day management carried out by Bradfield Cricket Club. It is now known as the Queen Elizabeth II Playing Fields.
- 4.4 Both sites were gifted to the community in the 1940s.
- 4.5 The Fields in Trust land is used for cricket and in the winter part of the outfield is capable of being used for football matches. There is a new clubhouse which provides supporting functions for the cricket club, including showers and additionally provides accommodation for keep fit classes.
- 4.6 The village hall open space is used primarily for informal recreational purposes and social/leisure facilities, in part because its topography makes it unsuitable for formal sports activities. The original Trust Deed relating to the land sale stated that the 1.7 hectare site, including the village hall, should be used for:
- “.....the purposes of physical and mental training and the recreation and social, moral and intellectual development”.*
- 4.7 On rare occasions the local primary school has used the land around the village hall for sporting activities including rounders and an annual sports day. This has not happened for over 20 years as the school now has its own (flat) playing field.
- 4.8 The existing village hall is single storey brick-built structure with asbestos roof over comprising approximately 240 square metres of floor area.
- 4.9 The building contains a hall (140 square metres), two toilets (12 square metres), kitchen (12 square metres), a committee room (34 square metres), entrance hall (6 square metres) and storage areas totalling 7.5 square metres.
- 4.10 The front elevation of the building has a wood panel in the apex of the gable containing an attractive clock, with a concrete canopy

- underneath, projecting out from a brick elevation. The clock and canopy sit above the main entrance doors to the hall.
- 4.11 The other elevations are brick built with windows and painted downpipes.
- 4.12 The hall is reaching the end of its life in terms of the building materials, with an asbestos roof and potentially asbestos roof lining, poor quality guttering, poor quality concrete canopy over the main entrance doors, the need for upgraded electrics, heating and drainage, as well as renovation of the male and female toilets.
- 4.13 The exterior facilities adjacent to the village hall, whilst well used, need upgrading. The children's play area has not been modified for 15 years and is located in an area where children have to cross the car park to get from the playing field/open space to the play area.
- 4.14 The car park serves the shop, the village hall, the play area and playing field, and as a drop off/pick up parking area for the local primary school. The surface of the car park is in poor condition and requires resurfacing in the near future.
- 4.15 The surfacing of the tennis court is also sub-standard and the fencing around the tennis court requires running repairs as do the flood lights located around the perimeter.
- 4.16 The remainder of the village hall site includes two storage garages which are to be demolished, several trees on the boundaries of the site, signage, bin stores and an existing hedge and fence running along the road frontage.
- 4.17 The boundary with the properties to the south is depicted by an existing close board fence and hedgerow whereas the boundary to the north is delineated by a mixture of timber fencing, existing hedgerow and post and wire fencing.
- 4.18 **Planning History**
- 4.19 Please refer to planning statement that accompanies this application for further details of the planning history.

5 Planning Policy

- 5.1 The full details of the relevant national and local planning policies are contained in the planning statement that accompanies this application. Reference should be made to that statement for further information about detailed planning policy matters. The following is a selection of key policies.
- 5.2 National policy for planning matters is contained in the National Planning Policy Framework (NPPF) which was fully revised in July 2018.
- 5.3 Paragraph 10 sets out a presumption in favour of sustainable development. This dictates that applications for permission must be determined in accordance with the Development Plan unless material considerations indicate otherwise (paragraph 12).
- 5.4 It goes on to note at paragraph 11 that the presumption in favour of sustainable development means approving development proposals that accord with the development plan without delay, and where there are no relevant development plan policies, or where the most relevant policies are out-of-date, granting permission unless (a) the application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or (b) any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the NPPF taken as a whole.
- 5.5 Paragraph 92 addresses the needs of communities in securing quality facilities.
- 5.6 Paragraph 124 of the NPPF explains that good design is a key aspect of sustainable development.
- 5.7 Amongst other things, planning decisions should establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit; and it should optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks.

- 5.8 Paragraph 172 addresses the impact of development on Areas of Outstanding Natural Beauty (AONBs).
- 5.9 Local Planning Policy of relevance is contained in the saved policies of the West Berkshire District Local Plan (saved September 2007, amended 2012 and 2017), and in the West Berkshire Core Strategy (adopted 2012).
- 5.10 Saved Local Plan Policy TRANS1 explains that the transportation needs of new developments should be met through the provision of a range of facilities associated with different transport modes. It goes on to note that the level of parking provision will depend on the availability of alternative modes having regard to the maximum standards adopted by West Berkshire Council. Standards below the maximum level may be applied in more accessible locations.
- 5.11 Core Strategy Area Delivery Plan Policy 5 contains a wide range of detailed information concerning the delivery of new development in the North Wessex Downs AONB.
- 5.12 Core Strategy Policy CS14 addresses the most important design principles associated with developing in West Berkshire and, amongst other things, it urges developers to have regard to opportunities for providing a mix of uses, buildings and landscaping on sites and ensuring that environments are accessible to all giving priority to pedestrian and cycle access. It also urges developers to make efficient use of land whilst respecting the density, character, landscape (i.e the AONB) and biodiversity of the area.
- 5.13 Core Strategy Policy CS15 requires non-residential development to meet BREEAM 'excellent' rating.
- 5.14 Core Policy CS18 deals with green infrastructure. It notes that development that results in the loss of green infrastructure, or which harms the use or enjoyment by the public of green infrastructure, will not be permitted. Where, exceptionally, it is agreed that an area of green infrastructure can be lost, a new one of equal or greater size and standard will be required to be provided in an accessible location close

by. Green infrastructure includes outside sports and recreation facilities.

3 on achieving BREEAM “excellent” rating on non-residential buildings.

5.15 Core Policy CS19 deals with the historic environment and landscape character of the District. It explains that in considering proposals, particular regard will be given to: a) the sensitivity of the area to change; and b) ensuring that new development is appropriate in terms of location, scale and design in the context of the existing settlement form, pattern and character.

5.16 The applicants have had regard to the Quality Design SPD in designing the new village hall. This document has provided invaluable guidance on the materials, characteristic styles and overall approach to design and further details are set out in this design and access statement.

5.17 Finally, the applicants have had regard to the West Berkshire Planning Control Advice Note

6 Design Considerations

6.1 This section of the design and access statement looks in detail at the key design considerations that underpin the development proposals.

6.2 Dealing with each of them in turn below, the following matters are relevant:

- Key characteristics of development
- Context, constraints and opportunities
- Design principles and concepts

6.3 Section 7 of the statement considers the principles of access and accessibility associated with the proposals.

6.4 Key Characteristics of Development

6.5 The proposed development will provide for the following:

- Ground floor hall (160 sq m)
- Ground floor small hall (64 sq m)
- Foyer (70 sq m)
- Ground floor committee room (21 sq m)
- Ground floor kitchen (26 sq m)
- Ground floor toilets – (38 sq m)
- Ground floor storage and plant – (56 sq m)
- First floor stores – (55 sq m)
- First floor audio visual room – (8 sq m)
- A large void over the main hall to first floor level
- New parking for the site (total 63 spaces including 2 disabled spaces)
- Overflow parking area of 10 spaces to front of site
- A new multi-use games area (MUGA) (677 sq.m.)
- A new under 5's children's play area (198 sq.m)
- A separate children's play facility at the western end of the multi-use games area.
- A newly defined footpath from Southend Road through to the open space to the rear
- Hard and soft landscaping and boundary treatment
- Lighting with timers and sensors around the village hall as well as replacement lighting for the MUGA facility.

6.6 **Site Context, Constraints and Opportunities**

6.7 **Context: Use** – the existing site is used as a village hall, children’s and youth play facilities and open space and parking areas.

6.8 The land use in the surrounding area includes formal open space/playing pitches, residential development and a primary school.

6.9 The village hall is most closely associated with uses in Use Class D1 (non-residential institution) although the LPA has previously indicated that they consider the mixed nature of the use to be a mixed D1 and D2 (assembly & leisure) use.

6.10 **Context: Scale of Development** – the surrounding area comprises a mixture of two storey buildings to the west, east and south (including the village shop and associated residential development). The Queens Head public house is a two storey property as are the dwellings immediately opposite the

bungalows on the south side of Southend Road. Immediately to the south of the existing children’s play area is a commercial garage (Wigmores Garage) and a garden machinery repair facility (Bradfield Garden Machinery), both of which are two storey buildings – Wigmores being a particularly tall building

6.11 **Context: General Appearance of Site and Locality** – The existing hall was built in 1951 and therefore being 67 years old is approaching the point where it needs modernisation or replacement. Although an extension was added to the building in 1984 to provide the current kitchen and storeroom, that building itself is 34 years old now.

6.12 The tennis court and children’s play area were added to the site of the village hall in the 1970s.

6.13 The surfacing of the car park and the quality of play equipment in the children’s play area, the two aspects of the development which are most visible from Southend Road are both deteriorating in appearance and in need of repair/replacement.

6.14 The surrounding area is a mixture of dwellings of different sizes and ages. Given the central location of the village hall, and the fact that the

buildings in the surrounding area have a not-unattractive character, any new buildings must seek to respect and draw upon this character.

6.15 **Context: Landscaping** – The site is contained by a variety of boundary treatments and there are a number of semi-mature and mature trees on the boundaries of the site. There is a mature low hedgerow in front of the children’s playground and a large mature oak tree immediately to the east of the existing entrance into the village hall car park. To the rear of the village hall the open space is bordered by mature trees.

6.16 **Constraints: Overshadowing** – The central positioning of the existing village hall within the car park area tends to minimise the existing amount of overshadowing that could take place at present. Furthermore, the nearest buildings to the existing village hall are the village shop and associated development immediately to the south of the village hall, as

well as the dwellings on New Way, and because of their relative position they are consequently unlikely to be affected by the shadows created by the new village hall.

6.17 **Constraints: Access** – The proposal seeks to reuse the existing access to the village hall. The Highway Authority response to pre-application consultations confirmed that “*Sight lines are currently limited with the hedge and the existing relatively narrow footway. Sight lines of 2.4 x 43 metres should be provided due to the proposed increased usage.*” This could be a constraint if it is not possible to achieve these dimensions or mitigate the development effects in some other way.

6.18 **Constraints: Noise** – The existing village hall, being an older building, is relatively poorly insulated from an acoustic point of view. There are therefore opportunities to improve this through any new building that may be constructed.

6.19 The surrounding areas are typical of a residential environment and although there are some commercial activities in close proximity to the site, they are unlikely to give rise to noise constraints affecting the potential to develop the application site in the way proposed.

- 6.20 **Constraints: Landscaping** – The existing vegetation and specifically the mature trees on site have the potential to constrain the layout and, as a result, it is proposed to remove three trees from the site in order to facilitate the development. In particular the key trees that will need to be removed are trees T5 (currently located in the open space to the north of the village hall) which is within the proposed new MUGA and T22 (the oak tree adjacent to the exiting village hall access) which has been examined and recommended for removal on safety grounds anyway. Other trees on the perimeter of the site are proposed to be retained.
- 6.21 **Constraints: Loss of Open Space** – This again presents a potential constraint to the development of the site since the success of the proposal is dependent upon incorporating some of the existing open space at the rear of the existing village hall within the development site to enable a larger village hall, car park, new MUGA to be provided, together with the relocation of the children’s play area to a safer location.
- 6.22 **Opportunities: Use** - Given that the existing use of the facility is most closely aligned to a Use Class D1 (non-residential institution) use or a mixed D1 / D2 use, the proposed use of the majority of the site is likely to be similar to the existing use and will therefore not give rise to land use considerations.
- 6.23 **Opportunities: Design and Materials** - Whilst characterful, the existing village hall is in a poor state of repair and is increasingly at risk of long-term interruption and, eventually, closure due to the increasing repair and maintenance costs.
- 6.24 Similarly the state of the children’s play area and the existing tennis court both underline the point that there are opportunities to improve the facilities to the benefit of the wider community.
- 6.25 The new community facilities will be constructed to a standard that requires minimal ongoing intervention and upkeep in the future, being built to modern standards, requiring low energy inputs and thus reducing the operating and maintenance costs of both the proposed village hall, the MUGA and play areas, and the car park.

6.26 **Design Principles**

6.27 The principles behind the design of the proposed development are set out in detail in the supporting documents which accompany this application.

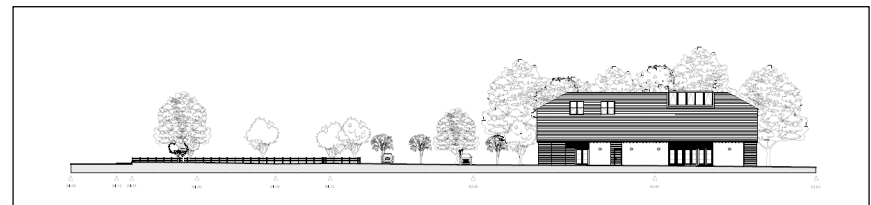
6.28 What those documents demonstrate is that great care and attention has been paid to the internal and external spaces in and around the village hall, their potential to be used by the widest possible range of community user groups, and the safety and quality of the children's play areas and new MUGA.

6.29 **Relationship with Adjacent Properties** – the key relationship will be the relationship between the new community facilities and the existing dwellings to the west and east. Separation between the car parking and the most private parts of the amenity areas for the existing dwellings will be key and, where appropriate, fencing and other boundary

treatment is proposed to ensure that noise and light wash impacts do not occur.

6.30 Minimising overlooking and loss of privacy are critical to the success of the proposed development. As a consequence the layout has been designed to ensure that the existing dwellings to the west and east of the application site will retain their privacy through separation and intervening vegetation / boundary treatment.

6.31 The section drawing below is taken from a NW / SE line through the site:



Site Section on NW / SE Axis

6.32 **Amount** – The amount of development is as set out in the table below:

The New Hall In Comparison to the Existing

Accommodation	Exg. m ²	Prop. m ²
Large Hall	140	160
Small hall	0	64
Committee room and office	34	21
Foyer & circulation	6	70
Kitchens	12	26
Toilets	12	38
Ground Floor Storage and Plant	12	56
1 st floor storage over small hall and AV room	0	63
Total Floorspace	246	550

External Facilities

Facility	Exg. m ²	Prop. m ²
Children's Play area - redeveloped with new equipment.	870sq m	Approx. 700 sq m
Multi-Use Games Area (MUGA) with fencing and lighting	605 sq m	677 sq m

6.33 The brief provided by the applicants to the project architects included a number of requirements:

- An energy efficient building
- Main hall for 150 people
- Small hall with kitchenette
- Small committee/meeting room
- Kitchen
- Toilets, including an externally accessed WC
- Entrance Lobby/Foyer
- External stores
- New children's play area
- New MUGA
- Increased parking

- 6.34 **Use** – As noted above, the existing and proposed use of the site is most closely associated with Use Class D1 (non-residential institution) although it has been determined by the LPA to be a mixed D1 / D2 use.
- 6.35 As the result of an initial feasibility study commissioned in 2012 by the Village Hall Trustees, a decision was taken to ensure that the current hall should remain open until the construction of the new building was completed (estimated to be a period of between 12-15 months) in order not to displace the current users of the village hall, many of whom would find it difficult to find alternative accommodation. Furthermore, closure would reduce the potential income from the hiring of the hall during that period.
- 6.36 Interviews were held with all main users of the existing village hall to seek information on their requirements and this led to a set of key principles:
- There should be two halls
 - One hall should potentially big enough for a badminton court and able to accommodate social events like plays and music concerts
 - There should be disabled toilets
 - There should be good amount of storage
 - There should be an up-to-date catering kitchen
 - Maximum use of the space above the foyer/kitchen/toilet area could be gained at minimum cost by installing a stairway and floor boarding. It could also be used for storing equipment such as staging together with parish council and village shop archive storage.
- 6.37 **Scale** – The scale of the proposed development will be a part single storey, part two storey hall. The eaves and ridge height of the village hall will be 2.3 metres and 5.4 metres for the single storey part and 3.3 metres and 10 metres for the two storey part.
- 6.38 The analysis of the surrounding area has influenced the proposed building height and it is considered to be comparable to the height of the buildings beyond the site to the west and south.
- 6.39 **Appearance** – The site will be landscaped to soften the setting of the village hall building, MUGA and car parking area. Hedging will be

placed strategically on the edges of the car parking area to the east of the village hall.

6.40 The external appearance of the new hall will be brick (Ibstock Grainger and Teak) and Trespa Meteon Milano Grigio with Marley Etemit Classic plain roof tile, Velux conservation roof lights and aluminum guttering and downpipes.

6.41 The two storey part of the proposed village hall will be brick and part cladding.

6.42 The elevational treatment of the building is shown in the elevation drawings below:



7 Access Considerations

- 7.1 **Access** – pre-application discussions with the Highway Authority in January 2015 (see **Appendix A**) recommended that the re-use of the existing village hall entrance would require modest improvement to sight lines at the access to 2.4 x 43 metres due to the proposed increase in usage. This recommendation has been adopted.
- 7.2 **Sustainable Travel** – The application site is centrally located in the village, in close proximity to the nearest bus stops which are located just to the east of the application site adjacent to the Queens Head public house.
- 7.3 The nearest bus stops are served by the 41 and 44 services (see **Appendix B** for timetable) which provide 2-4 services each day, Monday to Friday. The bus also turns around within the application site, approximately twice a day at present.
- 7.4 **Accessibility** – The scheme has been designed to provide level access through the entire site in order to make the community facilities as attractive as possible to the widest possible range of users.
- 7.5 The Highway Authority has indicated it may seek a wider 1.5 metre footway along part of the site frontage. This is indicated on the site layout plans that accompanies this application.
- 7.6 Accessibility from the site is excellent with the site being located in close proximity to a range of facilities in the area including the village shop, the church, the Queens Head public house, Bradfield Primary School and other services and facilities within the village.
- 7.7 **Vehicle Parking** – The proposed car park will accommodate 63 parking spaces (including 8 spaces for the Post Office). The Highway Authority has indicated in its response of 6th January 2015 that the capacity of the proposed car park (59 spaces at the time) should be acceptable having regard to the increased size of the village hall and improvements to the other facilities. A larger provision of spaces should also therefore be acceptable.

- 7.8 **Cycle Parking** – There is an allowance of 12 bicycle parking racks under the eaves of the building, adjacent to the front entrance of the village hall.
- 7.9 **Refuse Collection and Delivery** – Refuse collection is to remain as existing, adjacent to the village stores.
- 7.10 **Emergency Vehicle Access** – Access for emergency vehicles will be as existing, i.e. off Southend Road. The level of accessibility for emergency vehicles will not change as a result of the proposals, including access through the site to the open space beyond.

8 Pre-Application Consultations

8.1 As noted above the applicants have, through the architects JBKS Limited, undertaken pre-application consultations with the planning authority, the highway authority and Sport England. These consultations have taken place during 2014 and 2015. In addition to the consultations with the statutory bodies, the Trustees have undertaken fairly continuous public consultation from 2010 onwards. The key stages can be summarised as follows:

- Discussions with user groups and local people – 2010
- Feasibility study – 2012
- Engagement with the local community – 2012
- Further discussions with user groups and local people – 2013
- On-going community consultation by JBKS Ltd following their appointment in 2014

- Pre-application enquiry with West Berkshire Council – Sept 2014
- Pre-application consultation with West Berkshire Highway Development Control – January 2015
- Consultation with Sport England – March 2015 and September 2015

8.2 Full details of the statutory consultee responses are contained at **Appendix A** to this statement.

8.3 A Community Engagement Document, submitted separately, sets out the processes the applicants undertook to ensure that the local community were aware of the evolving proposals and encouraged public participation.

8.4 The key issues that were raised by each of the consultees are set out below.

8.5 **Planning Authority:**

- Full justification for the loss of green infrastructure must be provided with the application including a comparison of the existing and proposed recreational and sporting activities which take place on site.
- The playground should be replaced with an equal sized play area with equivalent or higher standard equipment.

-
- Sport England should be consulted on the loss of open space.
 - The building line should be compatible with that of the nearest development including Bird Rock to the east.
 - Keeping part of the new village hall at single storey would be of benefit, together with a high quality design, in order to improve the appearance of the site.
 - Taking design cues from the adjacent Post Office/General Stores will be of benefit.
 - The successful integration of the car park will depend on the proposed materials and landscaping.
 - The general layout would appear to be appropriate. However the overall impact cannot be properly assessed until full details are received.
 - A tree survey, tree constraint plan and protected fencing details will be required to accompany the application.
 - Accessibility to the disabled toilets looks complicated and may need to be revisited. The neighbours affected would be those at Bird Rock and properties in New Way. The village hall would be sited closer to the properties in New Way when compared to the existing location. The layout plan suggests that 21 metres can be maintained between the hall and properties, which is in line with the Council's Supplementary Planning Document on Quality Design for the minimum distance between new dwellings.
 - A buffer zone together with appropriate landscaping and boundary treatment will be required around the edge of the proposed car park to protect Bird Rock and Iburg.
 - Further details on the proposed hours of use of the proposed village hall and tennis courts should be provided with the application
 - Boundary treatment could be used in reducing noise pollution and the introduction of different lighting which minimises the impact of glare and spillage will be of benefit to both neighbouring amenity and to the character of the AONB.
 - The village hall will need to be constructed to BREEAM excellent standard.
 - Contributions will be required to mitigate the impact of the development either through Section 106 or through the Community Infrastructure Levy.

- Community engagement should be undertaken before the application is submitted.

8.6 Highway Authority:

- The increased car parking provision should be appropriate to accommodate the larger village hall and improved facilities.
- Sight lines for the existing access are limited and should be improved to 2.4 x 43 metres in order to accommodate the increased usage of the access to the village hall.
- Contributions towards sustainable travel may be required through the Section 106 process or through the CIL.
- The Highway Authority may seek a wider 1.5 metre footway fronting part of the site.
- The Highway Authority raises no objection in principle to the development

8.7 Sport England – March 2015:

- Sport England will usually oppose development that will result in a loss of a playing field unless it meets one of the five ‘exceptions’. As the proposal results in a significant loss of playing field, Sport England is likely to object.
- Sport England would be likely to consider not objecting to an application to extend the existing village hall if the enabling development element of the application was removed and the impact on the playing field therefore reduced.
- If the new hall was able to provide changing facilities or was large enough to accommodate formal sports courts, then Sport England would also be less likely to object.

8.8 Sport England – September 2015:

- Without changing rooms or sufficient space for court markings, Sport England does not consider the proposed village hall to be a fit for purpose sports facility, albeit they accept that it may be used for informal sports purposes.
- Sport England continue to recommend the removal of the enabling development from the scheme and to provide a fit-for-purpose hall

as part of the development to compensate for the loss of playing field.

- Sport England does not consider the proposal to meet any of the exceptions.

8.9 A Sport & Leisure Document indicating the existing and proposed sporting and recreation facilities and responses to Sport England's objections has been submitted separately in support of this application.

8.10 Furthermore, as the Planning Statement indicates, the position of Sport England has now shifted to one of conditional withdrawal of their objections (see latest response below).

8.11 **Scheme Revisions**

8.12 Revisions to the scheme have been made during its development after careful consideration of all responses, including those given during the public participation stage, officers' comments during the last applications in

2017 and the refusal reasons from the 2017 application, to develop these submission proposals. A report prepared detailing the community engagement throughout the process of developing these proposals has been submitted as a separate document in support of this application.

8.13 Sport England have commented on the current proposals in an email dated 27th August 2018, indicating that

“Sport England is unlikely to object to the revised plans, provided that the design of the facilities meets Sport England's design guidance. The proposals previously submitted for the hall and revised (following our comments) were accepted by us as impact on the playing field is limited and the new hall and MUGA will provide new sports facilities for the village.

The proposed site plans appear to reflect what was agreed previously. I have not checked the dimensions of the outdoor court but these should be in line with the guidance set out in Artificial Surfaces for Outdoor Sports. The court/MUGA should also be floodlit and the location of the lighting should be shown on the plans”.

9 Conclusions

- 9.1 The application proposals accord with policy contained in the NPPF and in particular the policy statements concerning protection of the landscape, good design, the need for planning decisions to plan positively for the provision of community facilities.
- 9.2 The scheme is considered to accord with the saved policies of the West Berkshire Local Plan, the policies in the West Berkshire Core Strategy (2012) and the guidance contained in approved SPDs.
- 9.3 This scheme has been demonstrated to be a carefully developed response to a potentially constrained site where the objectives of delivering a larger hall, a relocated play area and a new Multi Use Games Area have been achieved.
- 9.4 In weighing the merits of the proposal (which are many but which are centred upon the benefits of the new hall and associated facilities to the wider community) any harm that may arise, is heavily outweighed by the public benefit arising from the proposals.

APPENDIX A

Statutory Consultee Feedback

24th September 2014

Ms Katie Duggan
JBKS Architects Ltd
Suite 1 Parkwood Stud
London Road
Aston Rowant
OX49 5SP

Planning & Countryside

Council Offices
Market Street, Newbury
Berkshire, RG14 5LD

Our Ref: 14/00208/PREAPP

Your Ref:

Please ask for: Cheryl Willett

Contact Centre: 01635 519111

Fax: 01635 519408

Email: cwillett@westberks.gov.uk

Dear Ms Duggan

PRE-APPLICATION ADVICE

Reference:	14/00208/PREAPP
Site:	Bradfield Village Hall, Southend Road, Bradfield Southend, Reading
Proposal:	Replacement hall and new dwellings

Thank you for submitting the above request for Stage 1 Pre-Application Advice. This stage comprises a preliminary assessment of the planning merits of the proposal, identifying the key issues likely to be raised by the proposal, and where possible advice on the possible outcome of any formal planning application. I apologise for the delay in responding.

Please find my comments on the planning merits of the proposal below. Please note that these preliminary comments are made at officer level only, based on the professional judgement of officers and the information that has been provided at this stage. These comments are made without prejudice to any future comments, discussions, submissions or decisions, as there is no way that we can prejudge the final outcome of any application that may be submitted.

These comments are made in light of the current planning policy position. Please be aware that there may be subsequent changes to relevant policies, regulatory controls or guidance, which would need to be taken into account if they occur before a formal application or decision is made.

Planning policy

The planning system is plan-led, which means that planning applications must be determined in accordance with the Development Plan, unless material considerations indicate otherwise. The West Berkshire Development Plan comprises:

- The West Berkshire Core Strategy (2006-2026)
- The West Berkshire District Local Plan 1991-2006 (Saved Policies 2007)

In this instance, the following policies of the Development Plan are considered relevant to the proposal.

Core Strategy: ADPP1, ADPP5, CS1, CS4, CS5, CS6, CS13, CS14, CS15, CS16, CS17, CS18, CS19
Local Plan: OVS.6, HSG.1, TRANS.1

You can download copies of these plans from www.westberks.gov.uk/planning

The National Planning Policy Framework (March 2012) (NPPF) sets out the Government's planning policies for England, and it is a material consideration in planning decisions. A copy of the NPPF can be downloaded from <http://www.communities.gov.uk/planningandbuilding/planningsystem/planningpolicy/planningpolicyframework/>. The National Planning Practice Guidance was adopted in March 2014, and is now a material consideration. It is a web-based resource, and can be found at <http://planningguidance.planningportal.gov.uk/>.

Other documents are taken into account as material considerations, and these include:

- West Berkshire Council Supplementary Planning Guidance (SPG) House Extensions (2004)
- West Berkshire Council Supplementary Planning Document (SPD) Quality Design (2006)
- West Berkshire Council Supplementary Planning Document Delivering Investment from Sustainable Development (2013)
- Bradfield Parish Plan

Main issues

Having regard to the relevant planning policies, the nature of the proposal and the site constraints, it appears that the main issues which would need to be considered in a planning application are:

- The principle of development
- The impact on the character and appearance of the area
- The impact on trees
- Affordable housing
- Parking provision and highway safety
- Neighbouring amenity
- Amenity of future occupiers
- Impact on biodiversity
- Sustainable construction
- Mitigating the impact on local infrastructure

Principle of development

The site is located within the settlement boundary of Bradfield Southend, which is classified as a service village by Policy ADPP1 the Core Strategy. Within such areas there is generally a limited range of services and some limited development potential.

In accordance with Core Strategy Policies ADPP1 and CS1, and Local Plan Policy HSG.1, the principle of a new dwelling on the site is considered acceptable. Criteria as outlined in Core Strategy Policy CS14 and Local Plan Policy HSG1 would need to be complied with, and further guidance is outlined below. Clarification would be needed

as to whether the proposed dwellings are all social rented, or for market. For the development of 6 units 20% affordable housing will be required.

Within service villages, such as Bradfield Southend, more limited, small scale development, may be accommodated, though would need to be appropriate to the character and function of the village. In the context of Bradfield Southend and this particular site 6 dwellings could arguably be considered as 'limited and small scale'. The housing will take up existing play space, which contributes to the character of the site and area, though this will be examined below. The case for enabling development has been made, and a full explanation of the link between the dwellings and the village hall needs to be made clear. For example, information about the financial viability and the effect of the housing development on the funding gap may need to be submitted.

The area to the north-west side of the existing village hall is located within an Important Open Space (as is the remaining field beyond). This designation is now classified as Green Infrastructure (GI), which Core Strategy Policy CS18 expands on. The policy seeks to protect areas of GI either from its loss or from harm to its enjoyment. The existing children's play area and tennis courts would be covered under this policy as well. The proposal seeks to expand into the recreation ground beyond, and therefore there may be a net loss of open space, created mainly by the expanded village hall and the houses. A comparison would be useful to outline in any forthcoming planning application. However, it is acknowledged that the proposal does seek to relocate the tennis court and playground. The playground should be replaced with an equal sized area, to the benefit of the community and also new residents of the proposed houses and users of the church hall. Equipment should be relocated, or new equipment put in its place to an equal (or greater) standard.

It would be in your interests to check Sport England's guidance on proposals to develop on recreational space to avoid an objection at the planning application stage. If an objection is received, and either the comments cannot be reconciled or the application would be recommended for approval in any event, the Council would need to refer determination up to the National Planning Casework Unit. It would be in your interest to avoid this, if possible.

Ultimately the provision of a larger village hall is likely to be of benefit to the community. It would be helpful, as part of any forthcoming planning application, to detail the likely groups which would make use of the building, and also the demand which has led to the proposed increase in size. The community event you refer to may assist in identifying such demand, and also any local support and concerns.

Character and appearance

The Government attaches great importance to the design of the built environment. Policy CS14 of the Core Strategy states that new development must demonstrate high quality and sustainable design that respects and enhances the character and appearance of the area. The site lies within the North Wessex Downs Area of Outstanding Natural Beauty (AONB), where this landscape is given the highest level of protection.

I will comment only on the layout, and the indicative design of the village hall.

The proposed houses would follow the existing linear nature which helps in defining the character of this part of Southend Road. The dwellings would be at a higher density, though depending on the design, landscaping and amount of amenity space, this may not be inappropriate to the character of the area. Infilling can have an urbanising impact on the qualities of the AONB, though again it is the detailing which is important to establishing the level of such an impact. The frontage should not be dominated by hardstanding. In terms of layout the positioning to face the road is appropriate, though you may wish to consider slightly curving the building line around so that the dwellings closest to 'Bird Rock' are also within the line of this property and at a similar angle.

Design cues should be taken from surrounding built form, and appropriate materials used to enable the development to assimilate into its setting. At present the site is occupied by a large play area, and there are open views to the recreational uses beyond. This would be lost as a result of the housing. Again, the detailing, height and overall design is important in assessing the impact on the loss of this view. The existing hedge would be lost, which is regrettable. Consideration should be given to either cutting through parts of the hedge for access, or to include new hedges as part of the proposed development. Setting the houses further back into the site, subject to retaining a good quality of rear amenity space, may assist in helping the development to reduce its dominance on the street scene. Clearly this is going to be an important factor of acceptability, and you should present your case accordingly as part of any forthcoming planning application.

The proposed village hall would be larger than the current hall, and due to its design would be a more prominent feature in the street scene. Keeping part of the hall at single storey level would be of benefit, and a high quality design could be said to improve the appearance of the site. Taking design cues from the adjacent post office/general stores building is also of benefit, and would follow the built form of the locality. Additionally, due to its set back in the site the building may not have an overly dominating impact on the character of the area and street scene. This will be fully assessed at the application stage when full details are provided.

The car park will cover a much larger area than existing. The successful integration of this additional development will depend on the proposed materials and landscaping.

Cumulatively there is a great deal of development proposed, and there will be a change to the character of the area and AONB. With appropriate design and landscaping, and keeping a sense of spaciousness there could be a successful integration into the street scene and overall character of the area. The general layout of the proposed uses would appear to be appropriate, with the houses following the linear nature of the area and the village hall being in a similar location to the existing hall. However, the overall impact cannot be properly assessed until full details are received, and the design and access statement will be a key document in responding to the issues raised above and should highlight the positive aspects of the scene and responding to the negative aspects identified above.

Impact on trees

It likely that the following information would be required to assess the impact on trees, and determine if they represent a constraint to the siting of the houses, village hall and tennis court:

- Tree survey in accordance with BS5837:2012

- Tree constraints plan and any arboricultural implications assessment
- Tree protective fencing details including type, location (map) all in accordance with the above if trees on or off the site are to be retained.
- Landscaping plan.

Affordable Housing

As the scheme is for 6 dwellings, in accordance with Core Strategy CS6 on sites of 5 to 9 dwellings a provision of 20% affordable housing will be required. The contribution is rounded up or down to the nearest whole unit, and in this case 1 unit would be required. Reviewing the scheme for the new church hall and 8 dwellings the Council's housing officer has advised that preference would be to see 2 bed dwellings delivered for social rent in this location. This will be confirmed at the planning application stage.

The housing officer, Cathy Dodson, would supply details of Registered Providers in West Berkshire if requested. Cathy's contact details are CDodson@westberks.gov.uk.

Provision below the levels set out above is unlikely to be acceptable and should be fully justified in the application through clear evidence set out in a viability assessment (using an agreed toolkit).

Impact on highways and access

The Highway Authority has not yet responded to the pre-application scheme. The comments will be forwarded to you once they have been received. Southend Road is a classified road, and it is likely that on-site turning will be required for the proposed housing so vehicles can enter and exit in forward gear. As the speed limit is 30mph appropriate visibility splays of 2.4m x 43m is also likely to be requested. More information can be found in the Government document 'Manual for Streets'. Please note that these are my thoughts on the basis of dealing with applications on classified roads and in 30mph speed zones.

The Council's access officer has raised a few queries with regard to the village hall, which you may wish to consider as part of any forthcoming planning application, as follows. The door layout on the toilet block looks very difficult as all the doors seem to conflict with each other when open. The externally accessed accessible WC looks very narrow by comparison. The baby change area should be outlined. The accessible WC do not offer enough space to accommodate users, and should conform to the current guidelines. Dedicated disabled car parking for the hall must be included. Recreational use should be 5% (and not necessarily including the one space currently available at the post office).

Neighbouring amenity

Securing a good standard of amenity for all existing and future occupants of land and buildings is one of the core planning principles of the NPPF and Core Strategy Policy CS14.

The neighbours affected would be those at Bird Rock and properties in New Way. The village hall would be sited closer to the properties in New Way when compared to the existing location. The layout plan suggests that 21 metres can be maintained between the hall and properties, which is in line with the Council's Supplementary Planning

Document on Quality Design for the minimum distance between new dwellings. Should an application be received, the Environmental Health team will be consulted on the possible noise impact on neighbours from a use of this type, and it may be the case that the separation distance may need to be greater.

The houses should be designed in a manner to reduce any overlooking or overbearing impact upon Bird Rock. Bird Rock appears to be a bungalow, and therefore care should be taken to respect distances, as well as ensuring the new dwellings do not appear overly dominant.

The proposed car park would be located in quite close proximity to the rear gardens of Bird Rock and Iburg. Keeping a buffer zone, together with appropriate landscaping and boundary treatment may aid in reducing any disturbance.

The proposal will lead to an increase in activity, which could impact on surrounding residents. It would therefore be useful to outline the proposed hours of use associated with the village hall and also the tennis court. Appropriate boundary treatment could be useful in reducing noise pollution. It is appreciated that floodlighting is already present at the court, though there could be an opportunity for lighting which can minimise the impact of glare and light spillage. This would be of benefit both to neighbour amenity and to the character of the AONB.

Amenity of future occupiers

Part 2 of the Council's adopted Supplementary Planning Document "Quality Design" provides guideline minimum sizes for gardens in new development in order to ensure houses are provided with sufficient private outdoor amenity space. For houses with 1 or 2 more bedrooms a minimum of 70 square metres of good quality, usable space shall be provided.

Impact on biodiversity

The Council's ecologist has reviewed the scheme, and raises no comments.

Sustainable Construction

Please note that Policy CS15 of the Core Strategy requires all residential development to meet Code Level 4 of the Code for Sustainable Homes. A pre-assessment calculator should be provided with any forthcoming planning application. Policy CS16 of the Core Strategy also seeks all new development to include Sustainable Urban Drainage Schemes, as a means of securing sustainable drainage.

The village hall will need to meet the BREEAM Excellent standard and a pre-assessment calculator provided with any forthcoming application.

Mitigating the impact on local infrastructure

The net increase in residential units would have an additional impact on local infrastructure, services and amenities. The Council has an adopted Supplementary Planning Document (SPD) entitled 'Delivering Investment from Sustainable Development' in June 2013 which became effective on 1st July 2013. The SPD provides a framework to mitigate these impacts, normally in the form of financial

developer contributions. A legal agreement will be required to secure contributions to be paid on the commencement of development. Each 2 bedroom house would attract a likely contribution of £8714 each. A monitoring fee of £675 would be required to be paid before the legal agreement is completed. The village hall may attract contributions, though this depends on the proposed floor area and comparison with the existing hall. Further advice is found in the SPD mentioned above.

The SPD is in place for now, though please be advised that the Council's Community Infrastructure Levy (CIL) document was approved in March 2014, though will not come into effect until April 2015.

Community engagement

The NPPF strongly encourages applicants to engage with the local community before submitting their applications. Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community. Proposals that can demonstrate this in developing the design of the new development should be looked on more favourably. I therefore recommend that you contact the local parish council to present your proposals. It is also advisable to discuss the proposals with any neighbours who may be affected by the development.

Conclusion

Having regard to the relevant Development Plan policies and other material considerations as detailed above the site is located within the defined settlement boundary of Bradfield Southend, and small scale development may be acceptable. The principle of a replacement village hall is acceptable, subject to the final design details. The layout of the houses follows the general grain of nearby development. For both the houses and the hall the design and landscaping will be of key importance to whether or not officer's can support the scheme. The proposal would appear to reduce the recreational space, but this loss should be kept to a minimum to avoid an objection from Sport England. The existing playground should be replaced at an equal or greater site area. It is understood that the dwellings would enable the construction of the village hall, and further information on the extent of this will be expected. Care should be taken to avoid harm to neighbour amenity.

Comments relating to the other issues raised in the main body of the letter need to be taken into consideration. On the basis of the information submitted so far officers recognise the benefits, and note there are some negative aspects. Whether such benefits outweigh the negatives may only be properly assessed at the application stage, when more detailed information is available. However, I hope the letter provides you with helpful guidance should you chose to submit a planning application.

Formal planning process

You have applied for pre-application advice, which is an optional and informal service offered by the Council to identify the main issues which are likely to be raised in a formal submission. If you wish to proceed with the development, you will need to apply for full planning permission. The planning application forms are available on the Council's website (www.westberks.gov.uk/planning), or for collection at the Market Street Council Offices. Alternatively, you can apply online at

www.planningportal.gov.uk. The application forms are accompanied by guidance notes which explain what information is required to be submitted.

Please note that all landowners of the site to be outlined in the red line will need to be notified of the application, unless they are the applicants. If the site involves any land within the highways ownership the Highways Authority should have notice served on them (address of Head of Highways and Transport at the Council's Market Street address). It is the applicant's responsibility to locate and notify landowners. This advice is provided as many applications are invalidated during the application process, normally at the instruction of legal services stage, as it transpires that not all landowners have notice served on them. As the correct certificates are the only legal part of a planning application it would save time to check this thoroughly before an application is submitted.

Further advice

I trust you find the above information helpful. The Council operates a two stage approach to providing pre-application advice, whereby this advice letter represents Stage 1. Stage 2 is a follow up meeting, to discuss the contents of this letter and clarify any advice if felt necessary. It does not provide the opportunity to discuss alternative proposals.

Yours sincerely

Cheryl Willett
Senior Planning Officer

M E M O R A N D U M

To:	Cheryl Willett Senior Planning Officer	Our Ref:	14/00208/PREAPP
From:	Paul Goddard Highways Development Control Team Leader	Your Ref:	14/00208/PREAPP
Extn:	2207	Date:	January 6 th 2015

Bradfield Village Hall, South End Road, Bradfield Southend, Bradfield
A new village hall with six houses

1. The proposed hall is proposed with a floor area of circa 450 sqm replacing smaller hall of circa 220 sqm. There exists a circa 35 generally unmarked car parking area that is shared with the village stores next door. A larger car park of at least 53 spaces is proposed, which considering the increase in the size of the hall should be acceptable.
2. The existing entrance is to be used by the proposal. Sight lines are currently limited with the hedge and the existing relatively narrow footway. Sight lines of 2.4 x 43 metres should be provided due to the proposed increased usage.
3. This area of South End Road is characterised by relatively large houses with driveways providing on site turning. The proposed six houses will all have direct accesses onto South End Road resulting in vehicles reversing onto what is a busier classified road. I am concerned with vehicles reversing onto such a road, especially with sight lines being limited to the left leaving the site.
4. To mitigate any additional impact and to encourage sustainable travel, the proposal will need to comply with the National Planning Policy Framework, the West Berkshire District Core Strategy and West Berkshire District SPD Delivering Investment By Sustainable Development by providing a financial contribution of works to local highway and transport infrastructure. The proposed houses are new to the location and would be subject to financial contributions of £1,100 per bedroom. From April 1st 2015 the Community Infrastructure Levy (CIL) will apply with an overall rate £125 per sqm that would be provided for all infrastructure including Highways and Transport.
5. Highways and Transport may seek a wider 1.5 metre footway fronting some of the site frontage. This would be included within a contribution under the SPD or CIL
6. Highways and Transport has no objection in principle to the development, but objection may be raised to the new accesses from the proposed housing considering the lack of on site turning facilities and limited sight lines.

7. The view expressed above is an initial officer view. There is also always the possibility that during any planning application process, other stakeholders may raise issues that may result in a further evaluation of the proposal.

Paul Goddard
Highways Development Control Team Leader



Creating a sporting habit for life

FAO: Katie Duggan
JBKS Architects
Suite 1 Parkwood Stud
London Road
Aston Rowant
Oxfordshire
OX49 5SP

05 March 2015

Our Ref: SE/WB/2015/39008/P

Dear Katie,

Site: Bradfield Village Hall, South End Road Bradfield RG7 6EY
Proposal: Proposals for Bradfield Village Hall

Thank you for consulting Sport England on the above proposal.

Summary: Sport England considers proposals affecting playing fields in the light of its Playing Fields Policy and paragraph 74 of the National Planning Policy Framework. This proposal will result in a significant loss of playing field land from the site to ensure that there is sufficient room to accommodate the replacement community facilities and a new housing development. The proposals do not meet any of the exceptions set out in Sport England's policy or paragraph 74. Sport England is therefore likely to object to this proposal if it is submitted to the local planning authority.

Sport England considers proposals affecting playing fields in the light of its Playing Fields Policy: 'A Sporting Future for the Playing Fields of England' and National Planning Policy Framework (NPPF) (in particular par 74). Our policy is available online at: <http://www.sportengland.org/facilities-planning/planning-for-sport/development-management/planning-applications/playing-field-land/>

This policy statement defines a 'Playing Field', which is; the whole of a site that encompasses at least one playing pitch. A playing pitch is a delineated area, which together with any run off is of 0.2 hectares or more.

The aim of this policy is to ensure that there is an adequate supply of quality pitches to satisfy the current and estimated future demands of the pitch sports. The policy identifies five exceptions to our normal position of opposing development, which would result in the loss of playing fields, as follows:

Sport England, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF,
T: 020 7273 1777, E: planning.southeast@sportengland.org, www.sportengland.org





Creating a sporting habit for life

Sport England Policy	
Summary of Exceptions	
E1	An assessment has demonstrated that there is an excess of playing fields in the catchment and the site has no special significance for sport
E2	The Development is ancillary to the principal use of the playing field and does not affect the quantity/quality of pitches
E3	The Development only affects land incapable of forming part of a playing pitch and would lead to no loss of ability to use/size of playing pitch
E4	Playing field lost would be replaced, equivalent or better in terms of quantity, quality and accessibility
E5	The proposed development is for an indoor/outdoor sports facility of sufficient benefit to sport to outweigh the detriment caused by the loss of playing field

It is proposed to replace the existing Bradfield Southend Village Hall with a new building that will be able to support a wider range of community activities. The existing tennis court/MUGA and children's play area will also be replaced as part of the project. This is to allow the area currently occupied by these facilities to accommodate a new housing development of 6 dwellings and additional car parking. The proposed housing is enabling development to fund the replacement village hall.

The proposed new village hall building, the replacement court and children's play area will be located on the playing field. An outdoor gym is also proposed on the playing field.

As set out above Sport England will usually oppose development that will result in a loss of playing field unless it meets one of the above exceptions. This proposal will result in a significant loss of playing field land from the site to ensure that there is sufficient room to accommodate the replacement facilities and the new housing proposed. Sport England is therefore likely to object to this proposal if it is submitted to the local planning authority.

Sport England and Government planning policy set out in the National Planning Policy Framework does not support the loss of playing field to fund the provision of other community facilities. This is because there are alternative sources of funding available for this type of development.

Sport England would be more likely to consider not objecting to an application to extend the Village Hall, if the enabling development element of the application was removed and the impact on the playing field was reduced. Also, are there any benefits to sport resulting from the proposal? For example, will the new hall provide changing facilities for users of the playing field or MUGA? Will the new hall be large enough to accommodate a badminton court? See our Village and Community Halls design guidance note for more information on designing this type of facility;

Sport England, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF,
T: 020 7273 1777, E: planning.southeast@sportengland.org, www.sportengland.org



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<https://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/other-design-guidance/>

If a replacement of the tennis court is being considered it should be designed in accordance with Sport England's technical guidance note Artificial Surfaces for Outdoor Sport (2012), a copy of which can be found at:

<http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/>

Sport England is happy to provide further pre-application advice on a revised proposal.

Sport England will object to any subsequent planning application if we do not consider that it accords with our playing fields policy or para 74 of NPPF.

If you require any further information please do not hesitate to contact the undersigned.

Yours sincerely

Vicky Aston

Vicky Aston
Planning Manager

Tel: 020 7273 1912
Email: Vicky.Aston@sportengland.org



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FAO: Katie Duggan
JBKS Architects
Suite 1 Parkwood Stud
London Road
Aston Rowant
Oxfordshire
OX49 5SP

01 September 2015

Our Ref: SE/WB/2015/39008/P

Dear Katie,

Site: Bradfield Village Hall, South End Road Bradfield RG7 6EY
Proposal: Proposals for Bradfield Village Hall

Thank you for consulting Sport England on the above proposal.

I write further to Vicky Aston's response dated 5 March 2015 which provided the following comments:

Sport England considers proposals affecting playing fields in the light of its Playing Fields Policy and paragraph 74 of the National Planning Policy Framework. This proposal will result in a significant loss of playing field land from the site to ensure that there is sufficient room to accommodate the replacement community facilities and a new housing development. The proposals do not meet any of the exceptions set out in Sport England's policy or paragraph 74. Sport England is therefore likely to object to this proposal if it is submitted to the local planning authority.

In response to the comments received from Sport England, it is noted that you have changed the scheme. With regards the impact on sport your email advises that the MUGA has increased in size. It is difficult to understand from the plans, the extent in which it has increased in size. Without details relating to the surface, lighting and its intended priority sports, it is not possible to ascertain the benefits this facility would provide to sport.

Your email also confirmed that the village hall would not be suitable for formal sport because it is not of a sufficient size to accommodate badminton (which requires a hall measuring 18m x 10m) and does not provide changing accommodation. Your email advised that the hall would be made available for table tennis, short mat bowls and aerobics. Without the changing rooms or sufficient hall space for court markings, Sport England does not consider the proposed village hall to be a fit for purpose sports facility, albeit, Sport England accepts it may be used for informal

Sport England, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF,
T: 020 7273 1777, E: planning.southeast@sportengland.org, www.sportengland.org



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sport.

Notwithstanding the capability of the MUGA or the village hall, the development as a whole is not a sports facility. Whilst it has potential to provide a fit for purpose MUGA, the main parts of the development include a village hall with limited sporting potential and a housing development. Due to the position of play area and new village hall, the development would result in the loss of circa 0.24 hectares of playing field land. The playing field land is capable of accommodating part of a pitch. The loss of this playing field significantly reduces the sporting potential of the playing field.

The proposal has not changed significantly therefore Sport England position has not changed. Sport England continues to advise you to the remove the 'enabling development' from the scheme, propose a fit for purpose sports hall as part of the village hall and the redesign of the scheme to reduce the amount of playing field lost.

This proposal is not considered to be an exception to Sport England's policy nor is it considered to meet the circumstances set out in Paragraph 74 criteria.

Sport England reserves the right to object to any subsequent planning application if we do not consider that it accords with our playing fields policy or para 74 of NPPF.

If you require any further information please do not hesitate to contact the undersigned.

Yours sincerely

Heidi Clarke
Planner

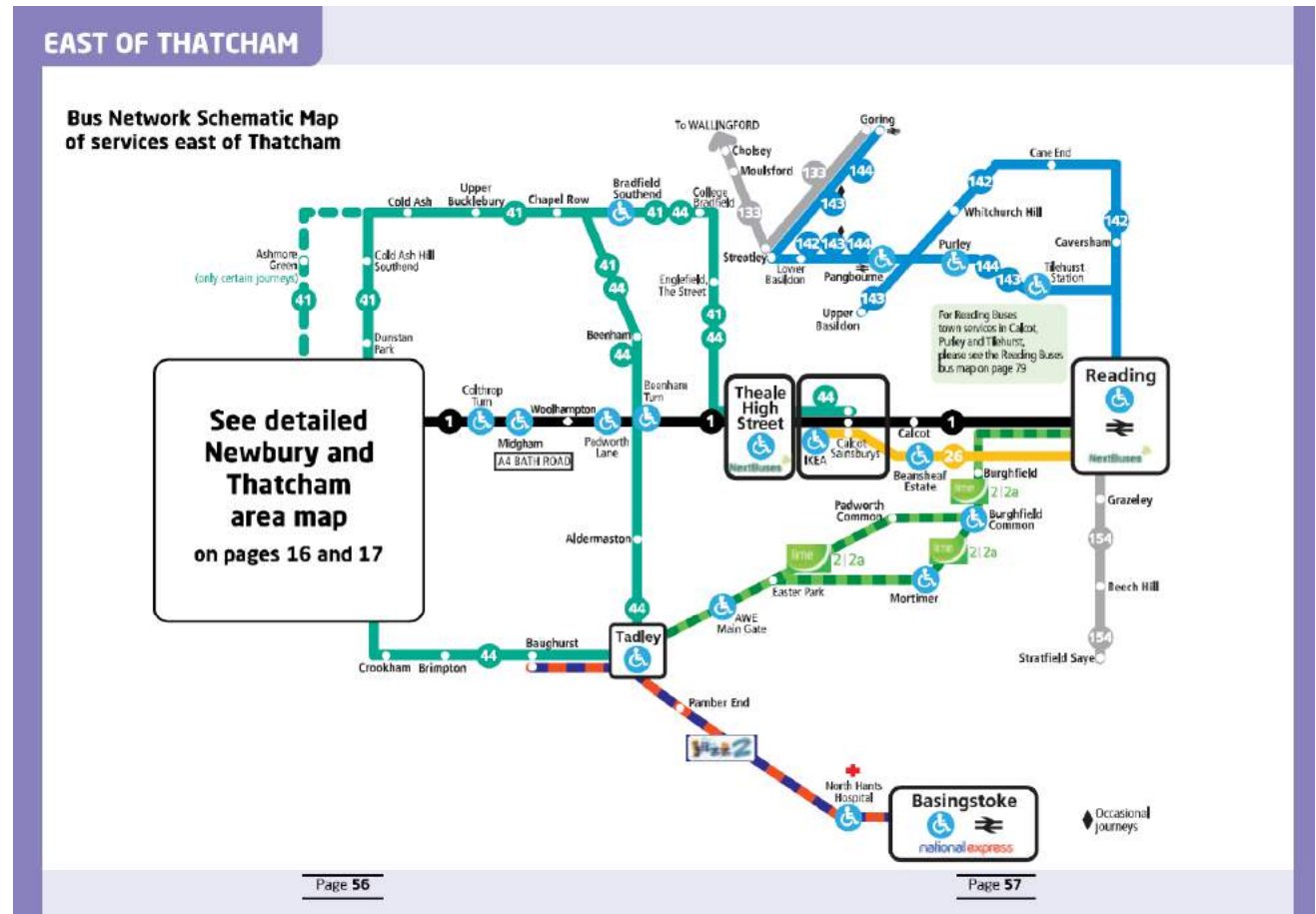
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E: Heidi.Clarke@sportengland.org

Sport England, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF,
T: 020 7273 1777, E: planning.southeast@sportengland.org, www.sportengland.org



APPENDIX B

Bus Timetable and Map



**BASINGSTOKE -
North Hampshire
Hospital -
Sherborne St John - Tadley - BAUGHURST**

SERVICE



MONDAYS - FRIDAYS (except Public Holidays)

Service starts approximately at 0555 and ends 2320

Service is every 12 minutes throughout most of the day.

SATURDAYS

Service starts approximately at 0625 and ends 2320

Service is every 20 minutes throughout most of the day.

SUNDAYS

Service starts approximately at 0840 and ends 2005

Service is every 30 minutes throughout most of the day.

For further timetable details please see web site at www.stagecoachbus.com
Alternatively, contact Traveline.



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Service operated by



**NEWBURY / THATCHAM -
CHAPEL ROW / THEALE**

via Ashmore Green, Upper
Bucklebury, Beenham, Bradfield, Englefield

Connect
SERVICE

41

MONDAYS - FRIDAYS

SERVICE	41 M-F	41 M-F	41 TuF	41 Th	41 M-F	44 M-F
Notes						
NEWBURY, BUS STATION [F]	1410
West Berkshire Community Hospital	1422
THATCHAM, Broadway	0745	1025	1330	1432	1625
Ashmore Green, Telephone Box	1432
Cold Ash, Post Office	1339	1442	1728S
Upper Bucklebury, Peach's Stores	0752	1032	1347	1440	1450	1721S
CHAPEL ROW, The Bladebone PH	0756	1036	1351	1444	1454	1716S
Bradfield Southend, Queen's Head PH	0801	1356	1459
Bradfield Southend, Village Hall	1040
Beenham, Stoneyfield	1404	1452
Bradfield College	0804	1502
Englefield, The Street	0809	1506
Theale Green School	0813	1508
THEALE, High Street, The Crown	0815S	TB	1510

Notes	M-F	M-F	TH	M-F
THEALE, High Street, The Crown	1510
Theale, Play Platt	1511
Englefield, The Street	1515
Bradfield College	1520
Beenham, Stoneyfield	1151
Bradfield Southend, Village Hall	1042
Bradfield Southend, Queen's Head PH	1523
CHAPEL ROW, The Bladebone PH	0850	1046	1159	1528
Upper Bucklebury, Peach's Stores	0855	1051	1204	1533
Cold Ash, Post Office	0903	1059
Ashmore Green, Telephone Box	1212
THATCHAM, Broadway	0911S	1108	1540S
West Berkshire Community Hospital	1218
NEWBURY, BUS STATION [F]	1228

For other journeys to Beenham, Bradfield and Englefield see Service 44

Notes:

No service on other days including public holidays

- Rail station nearby

S - Calls to set down passengers already on board

M-F - Monday to Friday

Th - Thursdays

TuF - Tuesdays and Fridays

TB - Continues to Thatcham Broadway as Service 44



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Service 41 operated by
West Berkshire Council
Transport Services
Team



THATCHAM - BEENHAM / CALCOT

via Crookham, Brimpton, Tadley, Aldermaston,
Bradfield, Englefield, Theale



Notes	MONDAYS - FRIDAYS			
	TuF	MW	Th	M-F
THATCHAM, Broadway	1110	1110	1110	1625
Thatcham Station ⇄	1115	1115	1115	1632
Crookham Park	1121	1121	1121	1638
Brimpton, War Memorial	1124	1124	1124	1641
Baughurst, Heath End Road	1131	1131	1131	1648
Tadley, Franklin Avenue	1134	1134	1134	1651
Aldermaston, The Street	1141	1141	1141	1658
Aldermaston, The Wharf	1144	1144	1144	1701
BEENHAM, Stoneyfield	1151	1151	1151	1708S
Bradfield Southend, Queen's Head PH	1159	↓
Bradfield College	1202	↓
Englefield, The Street	1207	N
Theale, Play Platt	1208	
Theale, High Street, The Crown	1211	
CALCOT, Sainsbury's	1215	

Notes	MONDAYS - FRIDAYS					
	M-F	M-F	TuF	TuF	MW	Th
CALCOT, Sainsbury's	1340
Theale, High Street, opp. Crown PH	1344
Theale, Play Platt	1345
Englefield, The Street	1348
Bradfield College	1353
Bradfield Southend, Queen's Head PH	1356	1356
BEENHAM, Stoneyfield	0932	1151	1404	1404	1550
Aldermaston, The Wharf	0715	0939	1158	1411	1411	1557
Aldermaston, The Street	0718	0942	1201	1414	1414	1600
Tadley, The Falcon site	0724	0948	1207	1420	1420	1606
Tadley, Franklin Avenue	0726	0950	1209	1422	1422	1608
Baughurst, Heath End Road	0730	0954	1213	1426	1426	1612
Brimpton, War Memorial	0737	1001	1220	1433	1433	1619
Crookham Park	0740	1004	1223	1436	1436	1622
Thatcham Station ⇄	0746	1010	1229	1442	1442	1628
THATCHAM, Broadway	0752S	1014	1233	1446	1446	1632

For other journeys to Beenham, Bradfield and Englefield see Service 41

No service on other days including public holidays

Notes:

- M-F – Monday to Friday
- MW – Mondays and Wednesdays
- Th – Thursdays
- TuF – Tuesdays and Fridays
- N – This journey continues to Newbury as Service 41
- S – Calls to set down passengers already on board



Service 44 operated by
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Transport Services
Team

