

# Memo

**To:** (e)Transport Development Control Floor 1 North Rear Civic Offices Bridge Street Reading RG1 2LU  
**From:** Susanna Bedford 0118 9372023 susanna.bedford@reading.gov.uk  
**Date:** 7 December 2016  
**Re:** Consultation on Planning Application

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**Application Number:** 162144

**Application Type:** Pre Application Enquiry

**Address:** BBC Caversham Park Peppard Road Caversham Reading RG4 8TZ

**Proposal:** Partial demolition of existing buildings, renovation and conservation of listed Caversham House (to facilitate change of use to C3 dwellinghouse use) and development of new residential (C3 use class) units.

This is to advise you that the above application has been submitted to the Planning Department. If you have any comments to make relating to the above development, please provide them by return email or memo by **28 December 2016**

Details of the application can be viewed on the Council's 'Planning Registers' website at <http://planning.reading.gov.uk> or Info@Work.

If you require any further information, or want to view the application, please contact me on the above telephone number or email.

Comments made will be taken into consideration before any decision is made.

If you are not able to meet the deadline above please contact me to explain the delay and to agree an extension of the consultation period.

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You may find the following useful for your response:

- No objections
- No objections subject to conditions attached
- Clarification required - see attached
- Object - see attached

**TO SAVE PAPER PLEASE REPLY BY EMAIL**