

PLANNING STATEMENT

Change of use from E(d) to E(f) and F2 to E(f)

At The Moat, Shepiston Lane, Hayes, UB3 1LN

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This statement has been prepared in support of a full planning application for the change of use of the existing buildings at The Moat, Shepiston Lane, Hayes.

The site comprises two building blocks: the primary building known as “The Moat” and a secondary building currently used for storage. Both buildings currently fall within Use Class E(d). The proposed development seeks to change their use to Use Class E(f) in order to facilitate community-based activities within the site.

In addition to the internal change of use, the proposal includes the reclassification of the external open area within the fenced site boundary, which is presently identified as falling within Use Class F2. While the existing use of this area is functionally appropriate, it has been included within this application to ensure consistency across the entire site. The intention is for this external space to be used in association with the proposed Class E(f) use, specifically as a safe and secure area for children’s play and informal outdoor activities. This integrated approach ensures that all parts of the site are aligned with the primary function of the development and removes any ambiguity regarding future use.

The surrounding area is characterised by a mix of residential properties and open spaces. The site is well related to the local community it is intended to serve. The existing building layout is broadly compatible with the proposed use, with internal spaces capable of accommodating flexible activities such as meeting rooms, halls, and ancillary facilities.

While it is acknowledged that a change of use from Class E(d) to Class E(f) may, in some circumstances, be achievable through permitted development rights via a lawful development certificate, this application has been intentionally submitted as a full planning application. This approach follows pre-application advice received from the Council’s help desk, which confirmed that the proposal could appropriately be considered under a full planning submission. Furthermore, the applicant has chosen this route to support a more efficient and streamlined determination process, aligning with the project’s delivery programme. A fast-track application route has therefore been pursued.

In terms of design, no significant external alterations are proposed. The existing form, scale, and appearance of the buildings will be retained, ensuring that the development remains in keeping with the character of the surrounding area. Internally, minor reconfigurations are proposed to support the new use, including the arrangement of halls, reception areas, and ancillary spaces. These changes are designed to meet the functional requirements of community use while complying with relevant building standards.

Access to the site will remain as existing, with established entry points providing safe and convenient access for users. The internal layout will ensure clear and logical circulation routes, and the inclusion of reception and lobby areas will assist in managing movement while creating a welcoming environment. The proposal also incorporates inclusive access principles, ensuring that the building is accessible to all members of the community, including individuals with mobility impairments.

Existing car parking provision will be retained, and the site will continue to benefit from access to these parking facilities.

Overall, the proposal represents a logical and sustainable reuse of an existing site, enabling it to better serve the needs of the local community. By formalising the change of use through a full planning application and incorporating both internal and external areas within a single, coherent scheme, the development provides clarity, functionality, and long-term usability. The proposal is considered appropriate within its context and is not expected to give rise to any adverse impacts on the surrounding area.