

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	260887
Site Address:	East Court, Jubilee Road, Wokingham, RG40 3SD
Expiry Date:	11 May 2026
Proposal: Application for non-material amendment to planning consent 240202 dated 25 March 2024 to allow amendment to the approved first floor window (WF20) by altering the window head from a flat head to a segmentally curved head.	

PLANNING HISTORY

Application No.	Description	Decision & Date
240202	Householder application for the proposed alterations to internal stairs, formation of internal screen, alterations to external joinery and terrace, changes to fenestration.	Approved: March 2024
240203	Application for Listed Building consent for the proposed alterations to internal stairs, formation of internal screen, alterations to external joinery and terrace, changes to fenestration.	Approved: March 2024

APPRAISAL

Is the proposed change non-material?

Yes	☒
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In 2009, the Government introduced a formal procedure to allow amendments to existing planning permissions, providing flexibility for small changes to approved schemes without requiring a new planning application. Although there is no statutory definition of a non-material amendment, the Planning Practice Guidance describes it as a “less than substantial change”, with the assessment dependent on the specific context of the development.

The application seeks a non-material amendment to vary the approved window (WF20), permitted through planning application 240202, which was determined alongside listed building consent 240203. The amendment retains the window in the same position and of a similar overall size but revises the detailed design to introduce an arched window head and amended joinery details.

The proposed change is minor in nature and does not alter the scale, siting, or external envelope of the building as approved. It would not result in any additional impacts on neighbouring amenity and does not materially affect the character or appearance of the development when compared with the approved scheme. The proposal is therefore considered non-material for the purposes of Section 96A of the Town and Country Planning Act 1990 and can be supported in planning terms.

Notwithstanding the above, it is noted that the building is a listed building. Whilst the proposed change is non-material for the purposes of planning legislation, the alteration to the detailed form and joinery of a window affects the fabric and appearance of the listed building. As such, the works cannot be authorised through a non-material amendment alone.

The applicant is advised that a separate application for Listed Building Consent will be required to assess the impact of the revised window design on the significance of the listed building. No works to the listed building may be undertaken until the necessary Listed Building Consent has been granted.

The Public Sector Equality Duty (Equality Act 2010):

In determining this application the Council is required to have due regard to its obligations under the Equality Act 2010. The key equalities protected characteristics include age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief. There is no indication or evidence (including from consultation on the application) that persons with protected characteristics as identified by the Act have or will have different needs, experiences, issues and priorities in relation to this particular planning application and there would be no significant adverse impacts as a result of the development.

RECOMMENDATION

Recommendation:	Approve – the change is non-material.
Date:	21 April 2026
Earliest date for decision:	

Recommendation agreed by: (Authorised Officer)	<i>MC</i>
Date:	21.04.2026