

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252677
Site Address:	2 Norfolk Close, Wokingham, RG41 3AF
Expiry Date:	1 December 2025
Proposal: Application for non-material amendment to planning consent 250379 to allow changes to fenestration.	

PLANNING HISTORY

Application No.	Description	Decision & Date
250379	Householder application for the proposed single storey rear extension, plus the installation of roof lights and changes to fenestration.	Approve 14/03/2025
990038	Proposed first floor side extension to dwelling and conversion of garage to playroom	Refused 12/01/2000
990772	Proposed First Floor Side Extension To Dwelling And Conversion Of Garage To Playroom	Approve 03/08/1998

APPRAISAL

Site Description:

The application site is a south facing two storey detached property to the east side of Norfolk Close. The property is set back from the public highway and has a small modest front garden with simple vegetation and small driveway accommodating at least two cars.

Non-Material Amendments:

Section 96A of the Town and Country Planning Act (as amended) confers the power to make non-material amendments to existing planning conditions or adding new planning conditions, subject to them being non-material.

There is no statutory definition of what is considered to be 'material'. This is a matter for the LPA's consideration as per Section 96A (1,2) of the Town and Country Planning Act (as amended). This is bolstered by the National Planning Practice Guidance which states *"There is no statutory definition of 'non-material'. This is because it will be dependent on the context of the overall scheme – an amendment that is non-material in one context may be material in another"*. The local planning authority must be satisfied that the amendment sought is non-material in order to grant an application under section 96A of the Town and Country Planning Act 1990.

The amendment of changes to fenestration inserting bi-fold doors and window to rear elevation in lieu of larger bi-fold doors is therefore appropriate to be considered under a S96 application.

Proposal Description:

Condition 2 (approved plans) pertaining to planning approval 250379, records the 'Approved Details'. The applicant proposes the following changes to the fenestration previously approved:

- Bi-fold doors and window to the rear elevation

These amendments are shown in submitted plans: 24625PL2 Proposed Floor Plan & Elevations. The proposed alterations would not require a change in description.

Materiality:

This non-material amendment application proposes the addition of bi-fold doors and window to rear elevation in lieu of larger bi-fold doors.

These changes would not materially alter the nature of this proposed ground floor rear extension in terms of its appearance or increases in volume or height.

In addition, in terms of neighbouring amenities, the new fenestration is located in the rear garden meaning it would not contribute towards any overbearing, overlooking or overshadowing impacts, nor would stand contrary to the recommendations within the Borough Design Guide. This is particularly relevant considering existing larger fenestration is extant and can be implemented.

The proposal would further not stand contrary to any imposed conditions.

Conclusion:

With the above in mind, the proposed addition of bi-fold doors and window to rear elevation in lieu of larger bi-fold doors does not constitute a material change to the scheme and therefore are acceptable under this S96A application.

Is the proposed change non-material?

Yes	☒
No	☐

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:	7 November 2025

Earliest date for decision:	25 November 2025
Recommendation agreed by: (Authorised Officer)	
Date:	07/11/25