

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	252149
Site Address:	6 Villiers Close, Wokingham, RG41 4EP
Expiry Date:	7 October 2025
Proposal: Application for non-material amendment to planning consent 251106 to allow the high-level rear facing rooflights to be openable.	

PLANNING HISTORY		
Application No.	Description	Decision & Date
251106	Householder application for the proposed loft conversion to create habitable space with changes to fenestration.	Approved 17/07/2025

APPRAISAL	
Is the proposed change non-material?	
Yes	☒
No	☐
The application seeks a non-material amendment to planning consent 251106 for the following: - To alter the two high-level rooflights in the rear elevation of the main roof to be openable as opposed to fixed shut. Government guidance on 'non-material amendments' does not define what changes may be treated as 'non-material'. Section 96A of the Town and Country Planning Act 1990 states that <i>"in deciding whether a change is material, a Local Planning Authority must have regard to the effect of the change, together with previous changes made under this section, on the planning permission as originally granted."</i> A judgement on "materiality" is one of fact and degree, along with taking into account the likely impact of the amendment on the local environment. Materiality is considered against the development as a whole, not just part of it. The cumulative effect of the proposed amendments have been assessed against application 251106. The proposed changes are inconsequential in terms of their scale and magnitude in relation to the overall development. The changes do not fundamentally change the nature or scale of the proposal. The proposed changes would result in no visual change to the appearance of the property as proposed under 251106. The windows would face towards the rear gardens of nos.11 and 15 Folly Avenue. Page 47 of the BDG recommends a 26m minimum separation distance between back-to-back elevations (house to house) for over two storeys to maintain privacy. The distance between the proposed rear rooflights and	

rear fenestration of no. 11 would be approximately 26.4m. The distance between the proposed rear rooflights and rear of no. 15 would be approximately 24m. Whilst it is acknowledged that the distance for no.15 falls marginally below the recommended separation distance, any views from the windows would be limited due to the high-level nature of the design. In addition, there is already a level of overlooking to the adjoining properties by virtue of the existing first-floor level bedroom and office windows in the rear elevation. Thus, the proposed changes would not result in any greater level of harm that does not already exist. Therefore, the proposed changes do not require consultation and would cause no material impact on neighbours or result in loss of privacy or amenity to neighbours.

In the context of the original scheme and the above, the proposed changes are not considered material.

This permission removes Condition 4 of permission 251106 which states:

4. The velux windows in the rear elevation of the development hereby permitted shall be permanently fixed closed at all times.

Reason: To safeguard the residential amenities of neighbouring properties. Relevant policy: Core Strategy policy CP3.

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.

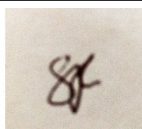
RECOMMENDATION

Recommendation: Approve – the change is non-material.

Date: 30 September 2025

Earliest date for decision:

**Recommendation agreed by:
(Authorised Officer)**



Date: 3.10.25