



**WOKINGHAM
BOROUGH COUNCIL**

Wokingham Borough Council
Planning Services
PO Box 157, Civic Offices, Shute End
Wokingham, Berkshire
RG40 1WR
email: development.control@wokingham.gov.uk
Phone: 0118 974 6000

Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Toll Gate Cottage

Address Line 1

Henley Bridge

Address Line 2

Address Line 3

Wokingham

Town/city

Henley On Thames

Postcode

RG9 2LW

Description of site location must be completed if postcode is not known:

Easting (x)

476420

Northing (y)

182656

Description

Applicant Details

Name/Company

Title

Mr & Mrs

First name

Norman and Lorna

Surname

Peires

Company Name

Address

Address line 1

Toll Gate Cottage Henley Bridge

Address line 2

Address line 3

Town/City

Henley On Thames

County

Wokingham

Country

Postcode

RG9 2LW

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Miss

First name

Sarah

Surname

Hunter

Company Name

Napier Clarke Architects

Address

Address line 1

72 West Street

Address line 2

Marlow

Address line 3

Town/City

County

Country

United Kingdom

Postcode

SL7 2BP

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

☒ Yes

☐ No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

☐ Yes

☐ No

☒ Not applicable

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

Householder application for the proposed single storey front infill to include garage, raised veranda to front/rear including steps, single storey rear conservatory, installation of 7 No.rooflights and 4No. solar panels with changes to fenestration following the demolition of rear extension and store/sheds.

Reference number

222975

Date of decision

28/11/2022

What was the original application type?

Householder planning permission

For the purpose of calculating fees, which of the following best describes the original development type?

☒ **Householder development:** Development to an existing dwelling-house or development within its curtilage

☐ **Other:** Anything not covered by the above category

Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

The proposed non-material amendment seeks to amend the size and location of the rooflights on the pitched roof on the Eastern elevation. The quantity of rooflights will not change - we already have planning permission for three rooflights on this roof.

Please state why you wish to make this amendment

Due to review of plant equipment above ceilings and where daylight is most effective in a deep plan, we proposed for 2No. rooflights to be located above the Kitchen as shown on the drawings. The location of plant equipment has meant that we cannot have rooflights where originally shown.

Are you intending to substitute amended plans or drawings?

- ☒ Yes
☐ No

If yes, please complete the following details

Old plan/drawing numbers

TLG_00_1000 Location Plan B
TLG_00_1001 Existing Site Plan D
TLG_00_1002 Existing GF Plan C
TLG_00_1003 Existing Roof Plan C
TLG_00_1004 Existing Elevations C
TLG_00_1100 Proposed Site Plan D
TLG_00_1101 Proposed Parking Provision A
TLG_00_2000 Proposed GF Plan B
TLG_00_2001 Proposed Roof Plan B
TLG_00_3000 Proposed Eastern Western Elevations C
TLG_00_3001 Proposed Northern Southern Elevations C

New plan/drawing numbers

TLG_00_1100 Proposed Site Plan E
TLG_00_2000 Proposed GF Plan C
TLG_00_2001 Proposed Roof Plan C
TLG_00_3000 Proposed Eastern Western Elevations D

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes

☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

221968

Date (must be pre-application submission)

27/06/2022

Details of the pre-application advice received

The Council's pre-application advice confirmed that the principle of the proposed single-storey extensions was acceptable, subject to detailed consideration of Green Belt, conservation, and technical matters. Officers considered the overall design to be subservient, well related to the existing dwelling, and capable of preserving the character of the Conservation Area, with general support from Built Heritage officers subject to refinement of glazing and the submission of a Heritage Statement. The advice also helpfully identified the need for supporting assessments (including volume calculations, flood risk, trees and ecology), which subsequently informed the successful planning application.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

(a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

☐ Yes

☒ No

Declaration

I/We hereby apply for Non-Material Amendment as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Sarah Hunter

Date

02/03/2026