

DELEGATED OFFICER REPORT



WOKINGHAM
BOROUGH COUNCIL

Application Number:	253040
Site Address:	3-4 Market Place, Wokingham, RG40 1AL
Expiry Date:	6 February 2026
Advert Publication Date:	15 December 2025
Site Notice Date:	5 January 2026
Site Visit Date:	5 January 2026
Proposal: Application for Listed Building Consent for the proposed replacement of vertical sliding timber sash casements to first and second floor windows on the front elevation.	

PLANNING CONSTRAINTS/STATUS

- Listed building – Grade II Listed ‘3 and 4 Market Place’.

PLANNING POLICY

National Policy	National Planning Policy Framework (NPPF) National Planning Policy Guidance (NPPG)
MDD Local Plan (MDD)	TB24 – Designated Heritage Assets (where site is within a Conservation Area)

PLANNING HISTORY

Application No.	Description	Decision & Date
241703 (3 Market Place)	Application for advertisement consent for 1 no. non-illuminated fascia sign and 1 no. non-illuminated projecting hanging sign.	Approved 27/08/2024
202814 (3 Market Place)	Application for advertisement consent for 1no. non-illuminated external fascia sign and 1no. non illuminated external projecting/hanging sign.	Approved 02/12/2020
202730 (3 Market Place)	Application for Listed Building consent for the proposed painting of the shopfront.	Approved 02/12/2020
050793 (3 Market Place)	Proposed internal works to listed building, renewal of fascia and projecting signs.	Approved 06/02/2006
042343 (3-4 Market Place)	Proposed installation of air conditioning system to serve first and second floors of building.	Approved 22/11/2004
042342	Listed building application for the Proposed installation of air conditioning systems on first	Approved 18/11/2004

(3-4 Market Place)	and second floors plus internal alterations on first floor.	
960556 (4 Market Place)	Provision Of Non-illuminated Fascia Sign (Retrospective).	Approved 17/07/1996
23488 (3-4 Market Place)	Listed Building Consent: Demolition of existing rear outbuildings and erection of new three storey rear extension and internal alterations to provide retail on ground floor and offices on first and second floors.	Approved 08/05/1986
23487	Demolition of existing rear extension and internal alterations to provide retail on ground floor and offices on first and second floors.	Approved 05/08/1985
26708 (3 Market Place)	Erection of new fascia sign with internally illuminated letters.	Approved 22/12/1986

CONSULTATION RESPONSES

WBC Conservation	Objection.
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REPRESENTATIONS

None.

APPRAISAL

Site Description:

The application site consists of an 18th century, three-storey terraced property located in the heart of the Wokingham Town Centre conservation area. Buildings 3-4 Market Place are Grade II Listed and were officially recognised by Historic England in November 1951. In particular, the listing references the town house, now shops and offices as a former terrace with nos. 1 and 2 Broad Street. Also referenced are the sash windows with glazing bars.

The application site commands a prominent position in the historic town centre. The buildings adjoining the host building to the south are also listed, and directly opposite the site is the Grade II* Listed Town Hall.

The proposal complies in terms of:

Impact on heritage asset:



Policy TB24 of the MDD Local Plan states that the Council will conserve and seek the enhancement of designated heritage assets in the Borough and their settings by:

- Requiring works to or affecting heritage assets or their setting to demonstrate that the proposals would at least conserve and, where possible enhance the important character and special architectural or historic interest of the building, Conservation Area, monument or park and garden including its setting and views.

- Supporting development proposals or other initiatives that will conserve and, where possible, enhance the local character, setting, management, and historic significance of designated heritage assets, with particular support for initiatives that would improve any assets that are recognised as being in poor condition or at risk.

TB24 also specifies that 'proposals for building works shall retain or incorporate existing features or details of historic or architectural significance or design quality into the scheme'.

This Listed Building Consent application seeks approval for the replacement of the four existing vertical sliding sash casements on the first and second floors of nos. 3-4 Market Place. The application proposes the installation of new hardwood units which would include double glazed sealed units with hidden draft seals.

The council's Built Heritage officer was consulted and has raised an objection to the proposal.

(Full Built Heritage officer comments will be published on the Wokingham website once the decision notice has been issued).

The Built Heritage officer highlights how the sash windows in the front elevation of nos. 3-4 Market Place contribute to the architectural significance of the building and of the wider streetscape.

While a Design and Access Statement (DAS) and Heritage Statement have been submitted, they lack sufficient evidence to demonstrate that repairing the windows would be unachievable. This is contrary to paragraphs 207, 212 and 213 of the NPPF which requires that applicants must describe the significance of the affected heritage asset and must also provide clear justification for any harm. The submitted information to support the application is lacking this evidence.

In summary, the Built Heritage officer has raised objection to the proposal for the following reasons:

- *Insufficient evidence has been provided to demonstrate the existing historic sash casement units are beyond repair.*
- *The proposed replacement double glazing units would conflict with established conservation practice and national guidance from Historic England which emphasise retaining single glazing in historic buildings.*
- *The proposed double glazing would detrimentally harm the reflective properties of the window glazing and would require alterations to the sash casement profiles. These changes would detrimentally harm the significance of the listed building and would adversely harm the character of the conservation area.*
- *The proposed changes would be contrary to sections 4, 12 and 16 of the NPPF 2024, policies CP1 and CP3 of the Core Strategy and policy TB24 of the Managing Development Delivery Local Plan.*

In conclusion, given the lack of demonstrated need for replacement windows and the conflict with heritage policy and guidance, the proposal is considered unacceptable from a built heritage perspective and is recommended for refusal.

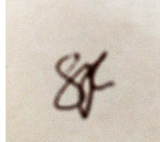
The Public Sector Equality Duty (Equality Act 2010):

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

Conditions agreed:	Not required
Recommendation:	Refusal
Date:	30 January 2026
Earliest date for decision:	22 January 2026

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



Date: 3.2.26