



**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	United Reformed Church Hall
Address Line 1	Church Street
Address Line 2	
Address Line 3	Wokingham
Town/city	Twyford
Postcode	RG10 9DR

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

Easting (x)	Northings (y)
478826	175952
Description	

Applicant Details

Name/Company

Title

Mr

First name

Terence

Surname

Powley

Company Name

Twyford United Reformed Church

Address

Address line 1

45 Broadwater Road

Address line 2

Twyford

Address line 3

Town/City

Reading

County

Berkshire

Country

United Kingdom

Postcode

RG10 0EU

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

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

Approval for the installation of 2No air to air heat pumps to the existing roof at Twyford URC Hall

Reference number

230072

Date of decision

13/06/2023

What was the original application type?

Full 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

We were granted Planning Permission to install two Heat Pumps at the Church Hall under reference 230072 on 13 June 2023, but with conditions regarding noise output. Initially unable to meet this requirement, we have since re-engineered the project, but this now includes the use of acoustic boxes.

Because of the additional weight we need to move the heat pumps in their respective boxes to a site immediately adjacent to that in the original plan but now at ground level.

Please state why you wish to make this amendment

We want to make this change in order to comply with Condition 4 as set out in your planning approval.

Are you intending to substitute amended plans or drawings?

- ☒ Yes
- ☐ No

If yes, please complete the following details

Old plan/drawing numbers

Twyford URC site location and block plan 0001
Layout plan of URC Main Hall 0002
Elevations of URC Main Hall - Existing and Proposed AC Units 0003

New plan/drawing numbers

Location and block plan 0001v2
Layout plan of URC Main Hall 0002v2
Elevation of URC Main Hall - Existing and Proposed AC Units 0003v2

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

By e/mail prior to initial application

Date (must be pre-application submission)

09/01/2023

Details of the pre-application advice received

Our agent who drew the plans had initial contact with development control and submitted early plans before formal application was started.

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

Terence Powley

Date

29/08/2025