



**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 Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas 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

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mr & Mrs

First name

James and Natalie

Surname

Ray

Company Name

Address

Address line 1

Westwood Cottage

Address line 2

Sheerlands Road

Address line 3

Town/City

Arborfield,

County

Country

Postcode

RG40 4QX

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Renovation works to a Grade II Listed building including minor adjustments to internal layout, new electrics and heating, replacement staircase and internal and external redecoration. No changes to the roof or building footprint. The farmhouse is currently uninhabitable.

Has the development or work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☐ Grade II*
- ☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
- ☒ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes
☐ No

If Yes, please describe and include the planning application reference number(s), if known

Application Number: 241639

Application for a certificate of lawfulness for the proposed temporary stationing of a mobile home for residential purposes. (Approved 12/09/2024)

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☒ Yes
☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes
☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes
☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

2176 E01 LBC A Location Plan
2176 E02 LBC A Existing Site Plan
2176 E03 LBC A Existing Ground Floor Plan and outbuildings
2176 E04 LBC A Existing Ground Floor Plan
2176 E05 LBC A Existing First Floor Plan
2176 E06 LBC A Existing Roof Plan
2176 E07 LBC A Existing Front and Side Elevation
2176 E08 LBC A Existing Side and Rear Elevation
2176 P10 LBC B Proposed Ground Floor Plan
2176 P11 LBC B Proposed First Floor Plan
2176 P12 LBC A Proposed Roof Plan
2176 P13 LBC B Proposed North Elevation
2176 P14 LBC B Proposed South Elevation
2176 P15 LBC B Proposed East and West Elevation
2176 P16 LBC A Westwood Cottage Stairs Detail

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

Windows

Existing materials and finishes:

Timber; uPVC

Proposed materials and finishes:

Repair existing timber windows like for like; Replace uPVC window with traditional timber casements to match other existing windows; New secondary glazing to existing bedroom windows; New timber window in existing opening to end elevation in master bedroom

Type:

External walls

Existing materials and finishes:

White painted brick

Proposed materials and finishes:

Carry out 1m x 1m test area for the gentle removal of existing paint on brick on end elevation to see if it is feasible to remove the paint wholesale on building, subject to LB consent approval; Make good end elevation like for like following removal of SVP

Type:

Internal walls

Existing materials and finishes:

Exposed timbers; Wall Panelling; Lime plaster; Wall paper in bedrooms

Proposed materials and finishes:

Internal redecoration throughout; Lightening in colour of internal timbers with a gentle cleaning; New skirting throughout; Repair wall panelling, infilling broken out panels with lath and plaster infills; Renew lime plaster once the wall has been successfully dried out following excavation of built up ground adjacent to property and introduction of French drain to alleviate damp issue within snug; New walls to create new utility, shower room and boot room; New tiled finish to shower room; New walls to create new master bedroom suite with new ensuite; Independent boxing in bathrooms to support new sanitaryware without fixing to historic timbers; Remove existing wallpaper

Type:

Floors

Existing materials and finishes:

Snug: Pine Flooring; Utility/Boot/Shower room: Tiled; Games room: Tiled;

Proposed materials and finishes:

Snug: Oak Floorboards; Utility/Boot/Shower room: Retain and clean existing tiles; Games room: Repair and clean existing tiles; Redecoration throughout including new floor finishes

Type:

Other

Other (please specify):

Staircase

Existing materials and finishes:

Timber with carpet; Low wall surrounding floor opening

Proposed materials and finishes:

Remove existing stairs; New timber staircase; Remove low wall down to first floor level; New 1.1m high oak balustrade

Type:

Chimney

Existing materials and finishes:

Brick

Proposed materials and finishes:

New wood burner and flue liner to existing chimney in Snug; New slate hearth

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

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2176 P15 LBC B Proposed East and West Elevation
2176 P16 LBC A Westwood Cottage Stairs Detail
2176 Method statements

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☐ Yes

☒ No

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

251921

Date (must be pre-application submission)

18/09/2025

Details of the pre-application advice received

Whilst the building is fundamentally solid and of good structural order, it is clear without considered repair and sensitive adaptation – including the removal of inappropriate alterations (such as uPVC windows) - further decay will occur, harming this very special building.

The proposed subdivision as to create a utility room, shower room and boot room is acceptable as this would be fairly lightweight and reversible. It is a shame to alter the plan here to lose the sense of the medieval cross passage, but it is acknowledged this is already very difficult to read.

Upstairs, the slight loss of walling as to create the ensuite is regrettable as this may be 18th century and thus the opening here should be kept to a minimum. Within the master bedroom, no concern is raised to the removal of the ensuite shower room to the left of the chimney stack, however to the right this appears to be an original 18th century cupboard with untouched door and untouched ironmongery – thus of high significance and therefore should be retained.

A good number of the internal doors are historic and should be retained and repaired as appropriate.

Non-breathable materials should be removed and replaced with lime render, mortar, lath and lime plaster etc.

From the initial inspection none of the windows appear to be 'original' or of significant age (caveated by not inspecting each and every window on site to a close degree) most appear to be early 20th century/interwar, perhaps a few 19th century. All these windows should be retained and appropriately repaired. Where uPVC windows have been added, these should be removed and suitably detailed replacements specified.

The removal of the rudimentary pipework and electrical fixings and subsequent replacement with more sympathetically sited and installed M&E. This should be boxed in where appropriate or use existing runs, new chasing in should not take place.

Westwood Cottage has been painted white for at least 40 years but was likely first painted in the mid-20th century, probably contemporary to the extension. The building has a number of coats of paint, the top being a vinyl masonry paint, with sub-layers likely similar. Being non-breathable, this paint will be trapping moisture within the fabric, exacerbating the damp issues. Up until the 20th century brick was never painted...to restore to the building to a more appropriate, a more authentic appearance would be a considerable benefit, both in terms of the special interest but also to the functionality (breathability) of the building. Even if it is decided to not leave the brick bare, any re-painting should be done in a breathable paint, such as from Earthborn, Keim or similar.

Overall...no fundamental objection is raised to the proposals.

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

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

☒ Yes

☐ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

☐ The Applicant

☒ The Agent

Title

First Name

Surname

Declaration Date

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent 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

MICHELLE PURNELL

Date

25/01/2026