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

Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); 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

Keepers House

Address Line 1

Duffield Road

Address Line 2

Address Line 3

Wokingham

Town/city

Woodley

Postcode

RG4 6GJ

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

Easting (x)

476556

Northing (y)

174577

Description

Applicant Details

Name/Company

Title

Mr

First name

Oliver

Surname

Crossley

Company Name

Sonning Golf Club

Address

Address line 1

Duffield Road

Address line 2

Address line 3

Town/City

Sonning

County

Wokingham

Country

Postcode

RG4 6GJ

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Jason

Surname

Oliver

Company Name

Spratley & Partners

Address

Address line 1

7 Centenary Business Park

Address line 2

Station Road

Address line 3

Town/City

HENLEY-ON-THAMES

County

Country

GB

Postcode

RG9 1DS

Contact Details

Primary number

[redacted]

Secondary number

Fax number

Email address

[redacted]

Description of Proposed Works

Please describe the proposed works

Application for Listed Building consent for proposed internal and external works including structural repairs to the timber frame and plinth, works to address damp, replacement of broken rainwater goods, refurbishment of and changes tofenestration, and repairs to the roof.

Has the 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

Immunity from Listing

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

- ◯ Yes
- ⊘ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed 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).

23.045.PL.1210 - Proposed Site Plan
23.045.PL.1310 - Proposed Plans
23.045.PL.1410 - Proposed Sections
23.045.PL.1510 - Proposed Elevations

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:
External walls

Existing materials and finishes:
Painted and unpainted brick panels in dark stained timber framing Dark stained timber weather boarding.

Proposed materials and finishes:
as existing

Type:
Roof covering

Existing materials and finishes:
Plain clay tiles

Proposed materials and finishes:
as existing

Type:
Windows

Existing materials and finishes:
White uPVC

Proposed materials and finishes:
White painted timber frame

Type:
External doors

Existing materials and finishes:
Modern flush timber

Proposed materials and finishes:
Traditional boarded timber

Type:
Rainwater goods

Existing materials and finishes:
uPVC on uPVC/ painted timber eaves

Proposed materials and finishes:
Black cast iron on painted timber eaves

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

S+P Design & Access and Heritage Statement
23.045.PL.1200 - Existing Site Plan
23.045.PL.1300 - Existing Plans
23.045.PL.1400 - Existing Sections
23.045.PL.1500 - Existing Elevations

23.045.PL.1210 - Proposed Site Plan
23.045.PL.1310 - Proposed Plans
23.045.PL.1410 - Proposed Sections
23.045.PL.1510 - Proposed Elevations

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

◯ Yes
⊘ No

Is a new or altered pedestrian access proposed to or from the public highway?

◯ Yes
⊘ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

◯ Yes
⊘ No

Parking

Will the proposed works affect existing car parking arrangements?

◯ Yes
⊘ No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

◯ Yes
⊘ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

◯ Yes
⊘ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

☑ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

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

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 and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & 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?
E.g. All the land is owned by a single individual

- [x] Yes
- [ ] No

Is any of the land to which the application relates part of an Agricultural Holding?

- [ ] Yes
- [x] 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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run.**
**** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- [ ] The Applicant
- [x] The Agent

Title

Mr

First Name

Jason

Surname

Oliver

Declaration Date

21/10/2026

- [x] Declaration made

Declaration

I/We hereby apply for Householder planning & 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

Jason Oliver

Date

06/11/2026