

DELEGATED OFFICER REPORT



**WOKINGHAM
BOROUGH COUNCIL**

Application Number:	260141
Site Address:	20 Martyn Crescent, Shinfield, Wokingham, RG2 9WF
Expiry Date:	19 March 2026
Proposal: Application for non-material amendment to planning consent (240964) to allow alterations to the approved garage conversion, including revised glazing to the front elevation and a reduced link between the main dwelling and the office/study.	

PLANNING HISTORY		
Application No.	Description	Decision & Date
240964	Householder application for proposed garage conversion to create habitable accommodation , single storey rear extension with changes to the fenestration	Approved 10/06/2024

APPRAISAL	
Is the proposed change non-material?	
Yes	☒
No	☐

Assessment:

This application seeks permission to amend the approved scheme (ref: 240964), by virtue of amending the size and shape of the single storey rear extension, and the slight re-positioning of the side doors on the garage. Additionally, the garage was plotted incorrectly on the previous application, and the positioning has now been amended on the submitted plans.

There is no set definition for a non-material amendment, but it is a minor change. For this application, the size of the rear extension is being reduced, the side doors to the garage are slightly relocated, and the garage has been plotted correctly.

There is a general set of points for which an application for a non-material amendment is assessed against, and it is not considered that the proposal would conflict with any of these points such as:

‘Amending the description of development or introducing new element(s) which were not part of the original scheme.’

‘Significantly altering the external appearance of the permitted proposal.’

‘Adding a window that may cause overlooking.’

The proposed alterations to the rear extension would not require a change in description for the new development and no new elements are being introduced. The

slight reduction in size and change to the shape of the rear extension would not significantly alter the appearance of the proposal. Plus, no new windows are being introduced and the position of the side door on the garage is only changing slightly and therefore there are no concerns relating to overlooking. With regards to the garage, the correction in the plotting has merely corrected the plans and it therefore deemed as a non-material change.

For these reasons, the proposal does not demonstrate that it would differ materially from what has already been approved, and therefore the application is recommended for approval.

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

Recommendation:	Approve – the change is non-material.
Date:	19 March 2026
Earliest date for decision:	16 March 2026

Recommendation agreed by: (Authorised Officer)	
Date:	19/03/26