



**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	26
Suffix	
Property Name	The Elms
Address Line 1	Broad Street
Address Line 2	
Address Line 3	Wokingham
Town/city	Wokingham
Postcode	RG40 1AB

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

Easting (x)	481043	Northing (y)	168662
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Description	
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Applicant Details

Name/Company

Title

Mr

First name

Paul

Surname

Butler

Company Name

Address

Address line 1

1 The Elms

Address line 2

26 Broad Street

Address line 3

Town/City

Wokingham

County

Country

United Kingdom

Postcode

RG40 1AB

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of Proposed Works

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

The Elms. 26 Broad Street, Wokingham, RG40 1AB.

I have been investigating what to do on behalf of the owner of Flat 5, and the Resident Directors of The Elms, of which I am one.

For some time, Flat 5 has been suffering from serious condensation, especially in the winter.

We have had numerous professionals look at the problem, and it seems the main issue is the lack of natural ventilation. A problem sometimes with older buildings

The result of the report includes

"A Positive ventilation unit PIV will need to be installed to control air quality and condensation issues. to future proof the internal fabric"

https://www.youtube.com/watch?v=E6sqPMv_x-A

The unit recommended is:

PoziDry Compact Pro
Positive Input Ventilation Unit
Model - 479188

The only modification required to the building is a small extraction vent, which would be similar to the existing extractor vents on the bathrooms of all the flats.

I have submitted a pre-application request to Wokingham Discript Council, and after a small modification, got the go ahead.

Hence this application for Listed Planning Consent

Paul Butler, Flat 1, The Elms

Has the development or work already been started without consent?

☒ Yes

☐ No

If Yes, please state when the development or work was started (date must be pre-application submission)

Has the development or work already been completed without consent?

☒ Yes

☐ No

13/10/2025

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

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

Materials

Does the proposed development require any materials to be used?

- ☐ Yes
- ☒ No

Neighbour and Community Consultation

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

- ☒ Yes
☐ No

If Yes, please provide details

All 7 owners are aware and in agreement. as it is a very small hole with a vent the same colour (white) as the side wall, it will not be seen by any of the neighbouring properties.

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

252174 The Elms, Broad Street Pre App

Date (must be pre-application submission)

11/09/2025

Details of the pre-application advice received

Initial plans was to have the extractor filled to the rear elevation. After advice from the Council's Built Heritage Officer, the position was changed to the sude elevation, where ther are alreay two extractors for the bathrooms of Flats 4 and 5.

The comments were:

The council's Built Heritage officer was consulted. Below is a summary of their comments:

The insertion of the venting unit would require Listed Building Consent (LBC) prior to undertaking works as it has the potential to impact the special character interest of the heritage asset.

The intended position for the intake vent is considered inappropriate and not supported.

The following details should be submitted to support a LBC application:

Elevation plans (preferably at a greater scale in the area concerned as to understand the impact).

Specification details of the proposed unit.

Details of finishes (although these can be done via a condition).

All these were provided and included in the previous part of the application.

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

If No, can you give appropriate notice to all the other owners?

- ☒ Yes
- ☐ No

Certificate Of Ownership - Certificate B

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, 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 this application relates.

Name of Owner:

***** REDACTED *****

House name:

The Elms

Number:

2

Suffix:**Address line 1:**

Flat 2, The Elms

Address Line 2:

26 Broad Street

Town/City:

Wokingham

Postcode:

RG40 1AB

Date notice served (DD/MM/YYYY):

01/09/2025

Person Family Name:**Name of Owner:**

***** REDACTED *****

House name:

The Elms

Number:

3

Suffix:**Address line 1:**

Flat 3, The Elms

Address Line 2:

26 Broad Street

Town/City:

Wokingham

Postcode:

RG40 1AB

Date notice served (DD/MM/YYYY):

01/09/2025

Person Family Name:**Name of Owner:**

***** REDACTED *****

House name:

The Elms

Number:

5

Suffix:**Address line 1:**

Flat 5, The Elms

Address Line 2:

26 Broad Street

Town/City:

Wokingham

Postcode:

RG40 1AB

Date notice served (DD/MM/YYYY):

01/09/2025

Person Family Name:

Person Role

☒ The Applicant

☐ The Agent

Title

Mr

First Name

Paul

Surname

Butler

Declaration Date

26/10/2025

☒ 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

Paul Butler

Date

26/10/2025