
MEMORANDUM

From:	Built Heritage Officer		
Service	Green Infrastructure	App No:	260081
Address:	18 Primrose Lane, Winnersh, Wokingham, RG41 5UR		
Proposal:	Application for Listed Building consent for the proposed erection of single storey side extensions and a part single part two storey rear extension.		
Heritage Assets:	18 Primrose Lane – Grade II since 1984		
Site Visit Made:	Yes		

Summary Of Recommendations

No objection

Comments On Proposal

The application proposes the extension and alteration to 18 Primrose Lane, a Grade II listed building. The amended proposals include a two-storey and single storey extensions, including an attached garage and home office, verandah and internal alteration.

18 Primrose Lane (Meadow Cottage) is a late 16th century box timber framed building with later turn of the (20th) century extensions and alterations. Once a cottage which stood in isolation, the building is now surrounded by modern development which has sought to significantly compromise the historic setting. Notwithstanding this, the building can still be appreciated as a relatively unaltered historic building which retains a high degree of charm and authenticity.

The following comments are made subsequent to initial commentary and following the submission of additional information and amended plans:

- The omission of the previously proposed two-storey extension is welcomed. As previously noted, this element would have resulted in harm to the significance of the listed building through the removal of architectural form and features which positively contribute to the special interest as well as through the increased bulk, scale and massing.
- Thank you for providing a structural assessment relating to the single chimney stack proposed to be removed. The structural assessment is considered of a high professional standard and commended as such. This report provides the “clear and convincing justification” as required under para. 213 of the NPPF (Dec 24), as to the acceptability of the loss of the

chimney stack and resultant harm to significance. Whilst there would always be a preference for the re-construction of the lost stack, given the other elements of the proposal, this is likely incompatible. Given this, the objection to the taking down of the stack can be removed. The structural report also makes observations to other elements of the structure that require attention. Such remedial and alterations as to best safeguard the structural integrity of the building should be included within the proposals works as they are directly related. It would be advised to further amend the scheme in line with the recommendations, with the details of such conditioned as appropriate.

- The omission of the previously proposed access between the historic core and extant/reconfigured early 20th century element is welcomed.
- In respect to the proposed additional gabled element on the rear, which involves the re-construction of the ground floor in this area - this, now taken as a single additional form (as opposed to the previously cumulative impact with the two-storey addition) would, on balance be considered acceptable. Whilst there is still a change to the ordering and appearance here, this does allow for a certain degree of consolation of the existing varied form, quality and condition. With regards to the proposed fenestration – and whilst the exact details may be conditioned – the proportional form does not reflect the host windows. This is not necessarily an issue in itself, being a new, and honest element, however would the intention be to have leaded lights? Or timber casements with glazing bars? Similarly (and apologies if this is stated), would the intention be to leave the brick infill panels bare, or to paint to match the other panels on the host? It would also be assumed the timber framing would be left to grey naturally? Clarification on the materiality, and thus overall appearance would be appreciated.
- In combination with the above, the resultant simplified verandah/covered porch is welcomed.
- Concerns still remain to the ‘wing’ elements, that is, the garage and study, ideally these would be not be attached as it can result in a sprawling and unnecessarily enlarged main planform (being that the building started life a very simple cottage). This increased planform would seek to harm the significance of the listed building. However, given the extant, and the relatively lightweight attachment and proposed materiality and form of the side elements, on balance, these are considered acceptable.
- The proposed investigative works concerning the brick nogginns are welcomed and well considered as to inform future alteration.
- Given the above, the proposed alterations are now acceptable from a heritage perspective, and whilst there is still a loss of historic fabric and planform, taking a balanced view, the proposed alterations would seek to fairly conserve the building’s significance.

Unauthorised Works:

As previously noted, a number of unauthorised works have been undertaken. The applicant has provided further information in this regard, which is appreciated:

The unauthorised works include the replacement of 2no. windows, alteration to the roof structure, removal of lath and plaster within the attic space and alteration to the timber frame and infill panelling. The applicants have provided further information and context to these enacted alterations.

For absolute clarity, listed building consent is required under Section 7 of the Planning (Listed Buildings and Conservation Areas) Act 1990 in that “no person shall execute or cause to be executed any works for the demolition of a listed building or for its alteration or extension in any manner which would affect its character as a building of special architectural or historic interest”. Guidance as to what requires LBC and what does not, is provided by Historic England’s Advice Note 16 ‘Listed Building Consent’ (2021). In this document the four main areas of concern (windows, internal plasterwork, roof structure and walling) are all determined as aspects of change impacting special interest that would require consent.

In this case, the owners of 18 Primrose Lane sought advice from Mr Giles Stephens, who at the time (2017) was the Council’s Urban Design and Conservation Officer. Email correspondence has been provided by the applicant in this regard. Mr Stephens does directly reference the windows in the email, but does not appear to acknowledge other changes, although it is stated he gave verbal advice on these matters. The owners acted in good faith, and sought advice from the Council through its appointed officer – the applicants cannot be faulted for this. Regrettably the advice was not only flawed and did not follow procedural structure but has resulted in the current situation. Again, for the absolute clarity, these enacted changes do affect the special interest of the listed building and do require listed building consent. The advice previously given was erroneous and inconsistent with the legislation, national and local policy and guidance as well as relevant case law.

In this regard, an application for listed building consent should be forthcoming to address these enacted elements, or for which they may be considered appropriate for enforcement action.

If the applicant wishes to include these elements in the current application(s), they may wish to, otherwise separate applications may be considered. If the decision on this can be advised upon, and the final comments for the proposals can be made.

In summary, the proposed alterations would result in a degree of harm to the significance of the listed building, a designated heritage asset. This harm would be identified as less-than-substantial, in NPPF terms, at the lower level of the adopted sliding scale. This harm arises from the erosion to the planform, increased scale and massing as well as the loss of historic fabric. However, the proposals do result in a ‘heritage benefits’ which can be considered public benefits, including the ongoing repairs and maintenance of the historic structure and the removal of inappropriate material alterations. Such benefits assist with the ongoing preservation of the heritage asset. Given this, no objection is raised to the application from a heritage perspective.

If minded to approve, the below conditions are advised to be attached:

Conditions

Notwithstanding, and in addition to, the information shown on the approved drawings, no relevant works, or those above slab level, shall commence on site until details of materials and finishes have been submitted to and approved by the Local Planning Authority in writing. The submitted details should include physical samples as applicable. The works shall then proceed in strict accordance with the approved details. These requirements include provision of information relating to:

- 1. the material, size, texture, colour, profile, and source of facing brickwork and jointing mortar (to be demonstrated by an on-site sample panel of minimum 1m x 1m);*
- 2. the material, size, texture, colour, profile, and source of cladding materials;*
- 3. the material, size, texture, colour, profile, and source of roofing materials;*
- 4. materials and finishes to be used in the detailing of valleys, hips, ridges, gables, parapets, eaves and verges;*
- 5. the proposed rainwater goods*

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan Policy TB24.

Notwithstanding, and in addition to, the information shown on the approved drawings, no relevant works shall commence on site until full working details of all windows and doors and related joinery, hereby approved, have been submitted to and approved in writing by the Local Planning Authority. Details shall include annotated elevations, sections and plans which are referenced to the approved plans. These details shall illustrate the nature of materials and finishes, framing elements, glazing, glazing units, glazing bars, and methods of opening. Drawings shall be at a minimum scale of 1:10 and with details at 1:5 and 1:1 as appropriate. The works shall then proceed in strict accordance with the approved details.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan Policy TB24.

All new works and works of making good to the retained fabric, whether internal or external, shall be finished to match the adjacent work with regard to the methods used and to material, colour, texture, and profile unless

specifically approved otherwise.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan Policy TB24.

Notwithstanding, and in addition to, the information shown on the approved drawings, no relevant works shall commence on site until full details of all new mechanical and electrical services, including vents, flues, pipework, cabling, lighting or works associated with building regulations/fire regulations or other similar works have been submitted to and approved in writing by the Local Planning Authority. Details shall include annotated elevations, sections and plans which are referenced to the approved plans, and shall illustrate the nature of materials and finishes and methodology for installation. Drawings shall be at a minimum scale of 1:20, with details at a scale of 1:5. The works shall then be implemented in strict accordance with the approved details.

Reason: In order to safeguard the special architectural or historic interest of the building. Relevant policy: National Planning Policy Framework Section 16 (Conserving and Enhancing the Historic Environment) and Managing Development Delivery Local Plan Policy TB24.

Date:	08/05/2026	Signed:	Roderick McDonald Built Heritage Officer
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