



Planning Department
Town Hall, St Mary's, Isles of Scilly, TR21 0LW
01720 424455
planning@scilly.gov.uk

Application for Planning Permission; 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

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

The conservation, upgrading and extension of a Grade II listed 1887 Town Hall to provide a new cultural centre and museum for the Isles of Scilly. Includes the demolition of the existing modern boiler house and the reconfiguration of the existing 1970s extension including a new roof to accommodate new air source heat pumps. Integration of the Outbuilding into the Cultural Centre and Museum and link extension in part of Parade Cottage yard. Minor alterations to the back elevation of Parade Cottage.

Applicant Details

Name/Company

Title

Ms

First name

Nicola

Surname

Stinson

Company Name

Council of the Isles of Scilly

Address

Address line 1

Town Hall, The Parade

Address line 2

Hugh Town

Address line 3

St Marys

Town/City

Isles of Scilly

County

Country

United Kingdom

Postcode

TR21 0LW

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Niall

Surname

Phillips

Company Name

Purcell Architecture Ltd

Address

Address line 1

Old Police Station

Address line 2

Address line 3

Bedminster Parade

Town/City

Bristol

County

Country

United Kingdom

Postcode

BS3 4AQ

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s)

The conservation, upgrading and extension of a Grade II listed 1887 Town Hall to provide a new cultural centre and museum for the Isles of Scilly. Includes the demolition of the existing modern boiler house and the reconfiguration of the existing 1970s extension including a new roof to accommodate new air source heat pumps. Integration of the Outbuilding into the Cultural Centre and Museum and link extension in part of Parade Cottage yard. Minor alterations to the back elevation of Parade Cottage.

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

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

Yes

No

b) Demolition of a building within the curtilage of the listed building

Yes

No

c) Demolition of a part of the listed building

Yes

No

If the answer to c) is Yes

What is the total volume of the listed building?

4188.00

Cubic metres

What is the volume of the part to be demolished?

1037.00

Cubic metres

What was the date (approximately) of the erection of the part to be removed?

Month

June

Year

1970

(Date must be pre-application submission)

Please provide a brief description of the building or part of the building you are proposing to demolish

The proposals include the demolition of a small modern boiler house extension that is attached to the north east elevation of the existing Hall. It also involves the heavy demolition of the 1970s extension.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

The demolition of the boiler house allows for the new cafe extension and it currently detracts from the listed building. The heavy demolition of the 1970s extension allows for an upgrade to the street scape by setting back the facade of this element on Church Street. The extension is not fit for purpose for the new cultural centre and museum.

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).

The works involve repairs to the existing Town Hall fabric, its re-servicing, upgrading, and alterations to retain and enhance its original performance space and to re-use its other accommodation for museum galleries and ancillary facilities to the main performance space.

The 1970's extension to the west side of the original Town Hall is being substantially altered to provide museum gallery spaces on its upper floors and sanitary and changing accommodation on the ground floor. Its flat roof is being replaced by a new pitched roof to provide concealment of the rooftop plant and air to air heat pumps needed to replace its existing oil boiler.

See the demolition drawings submitted.

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:

Existing 19th century Town Hall: rough coursed granite Existing boiler house: render painted cream Existing 1970s extension: self coloured cementitious render - appears grey/brown in colour Existing Parade Cottage: Colour washed coursed granite rubble and white render Existing Outbuilding: Granite rubble

Proposed materials and finishes:

Existing 19th century Town Hall: repair and conservation to rough coursed granite Existing boiler house: to be demolished Existing 1970s extension: existing self coloured cementitious render to be removed and replaced with vertical oak timber cladding with insulation under and bespoke fascia and cladding panels power-coated zinc Basalt grey: RAL 7012 and existing rough cast render to be painted cream - see elevations for locations Proposed extension: vertical oak timber cladding with insulation under, bespoke fascia and infill panels, powder-coated zinc Basalt grey: RAL 7012 and rough coursed granite to match existing Proposed Parade Cottage: No changes to existing finishes, new utility room to be render to match kitchen extension, timber boarding for wet room Proposed Outbuilding: No proposed changes

Type:

Roof covering

Existing materials and finishes:

Existing 19th century Town Hall: Slate Existing boiler house: Slate Existing 1970s extension: Slate and Lead Existing Parade Cottage: Slate Existing Parade Outbuilding: Pantile

Proposed materials and finishes:

Proposed 19th century Town Hall: repair and conservation to existing slate, PV cells and new roof lights. Note that the existing slates will potentially need to be removed and replaced like for like due to possible asbestos. To be confirmed following asbestos survey Existing boiler house: to be demolished Proposed extension in location of existing 1970s extension: roof to be reconfigured with new powder-coated seamed zinc cladding, Basalt grey: RAL 7012, powder-coated aluminium vertical louvers Basalt grey: RAL 7012 with PV cells and roof light. New flat grp roof plant areas. Extension: powder-coated seamed zinc cladding, Basalt grey: RAL 7012, powder-coated aluminium vertical louvers Basalt grey: RAL 7012 with PV cells and roof light. Mansafe handrails and access ladders are shown on the elevations Proposed Parade Cottage: No changes to main roof. Small utility extension to have single ply membrane roof with rooflight Proposed Outbuilding: No proposed changes to the roof

Type:

Chimney

Existing materials and finishes:

Existing 19th century Town Hall: chimney feature to rough coursed granite and parapet on SE and NW elevations Existing Outbuilding: granite rubble with flaunching Existing Parade Cottage: brick chimney with flaunching

Proposed materials and finishes:

Proposed 19th century Town Hall: repair and conservation of chimney feature to rough coursed granite and parapet on SE and NW elevations Proposed Outbuilding: repair and conservation of granite rubble and flaunching to be renewed in lime mortar Proposed Parade Cottage: No proposed works

Type:

Windows

Existing materials and finishes:

Existing 19th century Town Hall: single glazed sash and case windows of varying sizes, on North East Elevation one has been infilled with ventilation louvers Existing boiler house: none Existing 1970s extension: combination of velux type windows, timber frame double glazed and fixed light units, timber frame fixed light double glazed units. Existing Outbuilding: Modern softwood partition in opening with metal window inserted Existing Parade Cottage: Timber sash windows to main Cottage and uPVC windows to the kitchen extension

Proposed materials and finishes:

Proposed 19th Town Hall: Allow for new slim double glazed timber sash windows to match existing Proposed boiler house: to be demolished Proposed 1970s extension: windows to be relocated with new power-coated aluminium Basalt grey: RAL 7012 double-glazed units. Extension: powder-coated aluminium Basalt grey: RAL 7012 double glazed units. Roof lights to existing building and extension: powder-

coated aluminium Basalt grey: RAL 7012 double glazed units Propsoed Outbuilding: New timber sash window (internal) Propsoed Parade Cottage: No proposed windows

Type:

External doors

Existing materials and finishes:

Existing 19th century Town Hall: white painted timber doors with glazed panels and white painted legend and braced door Existing Boiler House: white painted louvered doors and white painted legend and braced door Existing 1970s extension: white painted timber doors with glazed panels Existing Outbuilding: red ledged and braced door Existing Parade Cottage: Timber panelled stable door

Proposed materials and finishes:

Proposed 19th century Town Hall: repair and conservation of white painted timber doors with glazed panels and white painted legend and braced door Proposed boiler House: to be demolished Proposed 1970s extension: new powder-coated aluminium Basalt grey: RAL 7012 with double glazed panels Proposed Outbuilding: removal of existing door to close opening, no new doors proposed Proposed Parade Cottage: No new doors proposed to extension. Timber doors to drying area

Type:

Ceilings

Existing materials and finishes:

Existing 19th century Town Hall; timber ceiling following roof pitch with exposed trusses Existing boiler house: exposed soffit to the underside of roof Existing 1970s extension: plaster and plasterboard painted Existing Parade Cottage: Softwood timber boarding Existing Outbuilding: Modern softwood timber boards

Proposed materials and finishes:

Proposed 19th century Town Hall: repair and conservation of the timber ceiling following roof pitch with exposed trusses Proposed boiler house: to be demolished Proposed 1970s extension: materials finishes to be confirmed Extension: Plasterboard Proposed Parade Cottage: No changes to existing building, utility room to have plasterboard Proposed Outbuilding: Careful removal of softwood timber lining and insulate underside with breathable plasterboard

Type:

Rainwater goods

Existing materials and finishes:

Existing 19th century Town Hall: cast iron painted black Existing boiler house: Existing 1970s extension: light grey metal or plastic Existing Parade Cottage: uPVC rainwater goods Existing Outbuilding: No rainwater goods

Proposed materials and finishes:

Proposed 19th century Town Hall: repair and conservation to the existing cast iron painted rain water goods, including repainting black to match existing Proposed boiler house: to be demolished Proposed 1970s extension: New zinc rain water goods Proposed: New zinc rain water goods Proposed Parade Cottage: No new rainwater goods proposed Proposed Outbuilding: No new rainwater goods proposed

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

Please refer to the Design and Access Statement and the Heritage Impact Assessment and the following drawings:

IOS-PUR-01-SL-DR-A-1004 - Site Location Plan
IOS-PUR-01-SL-DR-A-1005 - Site Plan
IOS-PUR-01-00-DR-A-0100 - Planning - Ground Floor - Existing
IOS-PUR-01-00-DR-A-0101 - Planning - First Floor - Existing
IOS-PUR-01-00-DR-A-0102 - Planning - Second Floor - Existing
IOS-PUR-01-00-DR-A-0103 - Planning - Roof Plan - Existing
IOS-PUR-01-ZZ-DR-A-0110 - Planning - NE Elevation - Existing
IOS-PUR-01-ZZ-DR-A-0111 - Planning - SE Elevation - Existing
IOS-PUR-01-ZZ-DR-A-0112 - Planning - SW Elevation - Existing
IOS-PUR-01-ZZ-DR-A-0113 - Planning - NW Elevation - Existing
IOS-PUR-01-XX-DR-A-0120 - Planning - Section A-A - Existing
IOS-PUR-01-XX-DR-A-0121 - Planning - Section B-B - Existing
IOS-PUR-01-XX-DR-A-0122 - Planning - Section C-C - Existing
IOS-PUR-01-00-DR-A-0130 - Planning - Ground Floor - Demolition Plan
IOS-PUR-01-01-DR-A-0131 - Planning - First Floor - Demolition Plan
IOS-PUR-01-02-DR-A-0132 - Planning - Second Floor - Demolition Plan
IOS-PUR-01-RF-DR-A-0133 - Planning - Roof Plan - Demolition Plan
IOS-PUR-01-ZZ-DR-A-0135 - Planning - NE Elevation - Demolition
IOS-PUR-01-ZZ-DR-A-0136 - Planning - SE Elevation - Demolition
IOS-PUR-01-ZZ-DR-A-0137 - Planning - SW Elevation - Demolition
IOS-PUR-01-ZZ-DR-A-0138 - Planning - NW Elevation - Demolition
IOS-PUR-01-00-DR-A-0200 - Planning - Ground Floor Plan - Proposed - No seating
IOS-PUR-01-00-DR-A-0201 - Planning - Ground Floor Plan - Proposed
IOS-PUR-01-01-DR-A-0202 - Planning - First Floor Plan - Proposed
IOS-PUR-01-02-DR-A-0203 - Planning - Second Floor Plan - Proposed
IOS-PUR-01-RF-DR-A-0204 - Planning - Roof Plan - Proposed
IOS-PUR-01-ZZ-DR-A-0210 - Planning - NE Elevation - Proposed
IOS-PUR-01-ZZ-DR-A-0211 - Planning - SE Elevation - Proposed
IOS-PUR-01-ZZ-DR-A-0212 - Planning - SW Elevation - Proposed
IOS-PUR-01-ZZ-DR-A-0213 - Planning - NW Elevation - Proposed
IOS-PUR-01-ZZ-DR-A-0215 - Planning - NE Elevation - Coloured Illustration
IOS-PUR-01-ZZ-DR-A-0216 - Planning - SE Elevation - Coloured Illustration
IOS-PUR-01-ZZ-DR-A-0217 - Planning - SW Elevation - Coloured Illustration
IOS-PUR-01-ZZ-DR-A-0218 - Planning - NW Elevation - Coloured Illustration
IOS-PUR-01-XX-DR-A-0220 - Planning - Section A-A - Proposed
IOS-PUR-01-XX-DR-A-0221 - Planning - Section B-B - Proposed
IOS-PUR-01-XX-DR-A-0222 - Planning - Section C-C - Proposed
IOS-PUR-01-XX-DR-A-0223 - Planning - Section D-D - Proposed
IOS-PUR-01-XX-DR-A-0224 - Planning - Section E-E - Proposed
IOS-PUR-01-XX-DR-A-0225 - Planning - Section F-F - Proposed
IOS-PUR-01-XX-DR-A-0226 - Planning - Section G-G - Proposed
IOS-PUR-01-ZZ-DR-A-0240 - Internal Spaces
IOS-PUR-01-ZZ-DR-A-0241 - 3D Section Cuts
IOS-PUR-01-ZZ-DR-A-0242 - External Axonetric Drawings
IOS-PUR-01-ZZ-DR-A-0243 - External Views
IOS-PUR-01-ZZ-DR-A-0244
IOS-PUR-01-RF-DR-A-0251
IOS-PUR-01-RF-DR-A-0252
IOS-PUR-01-RF-DR-A-0253
IOS-PUR-01-RF-DR-A-0254

Site Area

What is the measurement of the site area? (numeric characters only).

809.00

Unit

Sq. metres

Existing Use

Please describe the current use of the site

Town Hall, temporary museum, support and ancillary accommodation, temporary museum storage

Is the site currently vacant?

- Yes
 No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- Yes
 No

Land where contamination is suspected for all or part of the site

- Yes
 No

A proposed use that would be particularly vulnerable to the presence of contamination

- Yes
 No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular 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

Are there any new public roads to be provided within the site?

- Yes
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes
 No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
 Septic tank
 Package treatment plant
 Cess pit
 Other
 Unknown

Are you proposing to connect to the existing drainage system?

- Yes
 No
 Unknown

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes
 No

Will the proposal increase the flood risk elsewhere?

- Yes
 No

How will surface water be disposed of?

- Sustainable drainage system
 Existing water course
 Soakaway
 Main sewer
 Pond/lake

Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes
 No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

c) Features of geological conservation importance

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes
 No

If Yes, please provide details:

Bin store location shown on the Ground Floor Plan

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes
 No

If Yes, please provide details:

Bin Location is shown on the Ground Floor Plan.

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes
 No

Please note: This question is based on the current housing categories and types specified by government.

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

Proposed

Please select the housing categories that are relevant to the proposed units

- Market Housing
 Social, Affordable or Intermediate Rent
 Affordable Home Ownership
 Starter Homes
 Self-build and Custom Build

Social, Affordable or Intermediate Rent

Please specify each type of housing and number of units proposed

Housing Type:

Houses

1 Bedroom:

1

2 Bedroom:

0

3 Bedroom:

0

4+ Bedroom:

0

Unknown Bedroom:

0

Total:

1

Proposed Social, Affordable or Intermediate Rent Category Totals

1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Bedroom Total
1	0	0	0	0	1

Existing

Please select the housing categories for any existing units on the site

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

Social, Affordable or Intermediate Rent

Please specify each existing type of housing and number of units on the site

Housing Type: Houses
1 Bedroom: 1
2 Bedroom: 0
3 Bedroom: 0
4+ Bedroom: 0
Unknown Bedroom: 0
Total: 1

Existing Social, Affordable or Intermediate Rent Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Bedroom Total
	1	0	0	0	0	1

Totals

Total proposed residential units	1
Total existing residential units	1
Total net gain or loss of residential units	0

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes
- No

Please add details of the Use Classes and floorspace.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. [View further information on Use Classes.](#)

Use Class:

Other (Please specify)

Other (Please specify):

C3 - Dwellinghouse (Council owned property)

Existing gross internal floorspace (square metres):

77

Gross internal floorspace to be lost by change of use or demolition (square metres):

15

Total gross new internal floorspace proposed (including changes of use) (square metres):

70

Net additional gross internal floorspace following development (square metres):

-7

Use Class:

Other (Please specify)

Other (Please specify):

Sui Generis and F1(c) Museums

Existing gross internal floorspace (square metres):

736

Gross internal floorspace to be lost by change of use or demolition (square metres):

317

Total gross new internal floorspace proposed (including changes of use) (square metres):

1119

Net additional gross internal floorspace following development (square metres):

383

Totals	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
	813	332	1189	376

Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

Yes

No

Existing Employees

Please complete the following information regarding existing employees:

Full-time

1

Part-time

1

Total full-time equivalent

1.50

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

5

Part-time

4

Total full-time equivalent

7.00

Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
 No

Please add details of the of the Use Classes and hours of opening for each non-residential use proposed.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. [View further information on Use Classes.](#)

If you do not know the hours of opening, select the Use Class and tick 'Unknown'

Use Class:

Other (Please specify)

Other (Please specify):

Assembly and Leisure

Unknown:

Yes

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes
 No

Is the proposal for a waste management development?

- Yes
 No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes
 No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- 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

First Name

Surname

Reference

Informal advice from the Planning Officer by email

Date (must be pre-application submission)

05/06/2023

Details of the pre-application advice received

Please see below an overview of the advice provided by Lisa Walton to Niall Phillips:

- Because the cottage and shed were shown outside the red line in the original application we have to submit a new planning application
- She advised that in a new application the cottage should be included within the red line although its use is not changing from residential
- We need to get the CMP revised to include the 'shed' and the cottage
- The DAS should be amended to highlight the benefits of the scheme revisions for both the project and the cottage tenant
- She advised the applications should cover the whole of the project – thus picking up any minor other changes we have made

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

If yes, please provide details of their name, role, and how they are related:

***** REDACTED *****

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?

- Yes
 No

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

- 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* 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
 The Agent

Title

Mr

First Name

Niall

Surname

Phillips

Declaration Date

07/07/2023

Declaration made

Declaration

I / We hereby apply for Full planning & listed building consent as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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

Caitlin Mullard

Date

10/07/2023