



Application for listed building consent for alterations, extension or demolition of a listed building.

Planning (Listed Buildings and Conservation Areas) Act 1990

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.

1. Site Address

Number	<input type="text"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Burghclere Cottage"/>
Address line 1	<input type="text" value="Winchester Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Newtown Common"/>
Postcode	<input type="text" value="RG20 9DD"/>
Description of site location must be completed if postcode is not known:	
Easting (x)	<input type="text" value="446712"/>
Northing (y)	<input type="text" value="162948"/>
Description	<input type="text"/>

2. Applicant Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Roberto"/>
Surname	<input type="text" value="Tambini"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="Burghclere Cottage"/>
Address line 2	<input type="text" value="Newtown Common"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Newbury"/>

2. Applicant Details

Country	<input type="text" value="Berkshire"/>
Postcode	<input type="text" value="RG209DD"/>
Are you an agent acting on behalf of the applicant?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

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

The proposal is to install one small virtually flush-fitting Velux Conservation window in the East facing roof of the Cottage, to provide natural light for a dressing table in the dark, main bedroom

Has the development or work already been started without consent? Yes No

5. 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

6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building? Yes No

7. Related Proposals

Are there any current applications, previous proposals or demolitions for the site? Yes No

8. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building? Yes No

9. 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

9. Listed Building Alterations

- 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).

Mindful of the historic timbers of the building, the proposal involves great care to only remove a very small part of one roof timber in order to accommodate the Conservation window thereby having minimal impact on the Listed Building. It is not proposed to alter any other historic features of the building either internally or externally such that there is no adverse impact on the appearance of the Cottage. Plans are appended to this application, as are photographs showing the roof timbers/beams from inside the small attic above the main bedroom.

10. 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

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
Roof covering	Tiles	A Velux Conservation window model CK02 GGL2570. Black on the outside and Pine on the inside to match the other Accoya wood windows and door that we had approved and installed during 2019 & 2020

Are you submitting 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

With this application, I will be appending technical specifications for the proposed Velux Conservation window, block plans showing the proposed location, a Heritage Statement, Design & Access Statement, Site Plan and other photographs

11. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? Yes No

If Yes, please provide details:

We have consulted with our neighbours who seem supportive given that the location of the proposed window does not interfere with their privacy.

12. 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

13. 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:

13. Pre-application Advice

Title	Ms
First name	
Surname	
Reference	

Date (Must be pre-application submission)

26/04/2021

Details of the pre-application advice received

I commenced email exchanges seeking advice from Marie Twomey, former Conservation Officer at Basingstoke & Deane BC on 18th June 2020. Initially we considered Sun Tunnels that were felt to be inappropriate. Marie then signposted me to numerous websites and entities with experience in these matters, as enlarging an existing Dormer window was thoroughly explored. This was then dropped as an option as it was felt it would drastically affect the historic fabric of the Cottage and fundamentally change how it looked. The most appropriate solution to emerge is the smallest of the virtually flush-fitting Velux Conservation windows, model CK02 GGL2570 which would have minimal impact on the historic fabric of the Cottage. Marie Twomey wrote in her email to me of the 30th March 2021 "The approach that you have outlined sounds sensible and considered. If you have any further information/drawings that you would like us to look over prior to the submission of an application please do submit this for our consideration and we would be happy to review." She also advised that she would be leaving to take up her new role in Birmingham so on the 31st March I duly sent her a site plan, block drawings showing the proposed location of the Conservation window, technical data and a picture of the Velux Conservation windows, and indicated that I would prepare a Heritage Statement and a Design & Access Statement in support of application for Listed Building Consent. Marie kindly replied late on her last day "Dear Roberto, Thank you for your patience in awaiting a response. Based on the information provided, the proposed rooflight appears appropriate in style and detail. Whilst the rooflight would be located within the historic core of the building, the addition appears modest and unlikely to have an adverse impact on the overall significance of the listed building, subject to detail". She then offered some advice regarding the preparation of the Heritage Statement, and I have taken those points on-board.

14. 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.

Yes No

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?

15. Certificates

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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.

Owner

1	
Name of Owner	
Number	
Suffix	
House Name	Burghclere Cottage
Address line 1	Winchester Road
Address line 2	Newtown Common
Town/city	Newbury
Postcode	RG20 9DD
Date notice served	01/05/2021

15. Certificates

Person role

- The applicant
 The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

Declaration made

16. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Date (cannot be pre-application)