



Householder Application for Planning Permission for works or extension to a dwelling and listed building consent.

Town and Country Planning Act 1990  
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="Brasenose Cottage"/>
Address line 1	<input type="text" value="Church End"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Great Rollright"/>
Postcode	<input type="text" value="OX7 5RX"/>

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

Easting (x)	<input type="text" value="432597"/>
Northing (y)	<input type="text" value="231412"/>

Description

**2. Applicant Details**

Title	<input type="text" value="Ms. and Mr."/>
First name	<input type="text" value="Laura and Andrew"/>
Surname	<input type="text" value="Freeman and Ryan"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="Brasenose Cottage, Church End"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>

## 2. Applicant Details

Town/city	Great Rollright
Country	
Postcode	OX7 5RX
Are you an agent acting on behalf of the applicant?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Primary number	
Secondary number	
Fax number	
Email address	

## 3. Agent Details

Title	Mr.
First name	GRAHAM
Surname	SOAME
Company name	G. SOAME PLANNING & DEVELOPMENT LTD
Address line 1	Acre Cottage Chapel Road
Address line 2	South Leigh
Address line 3	
Town/city	Witney
Country	United Kingdom
Postcode	OX29 6UP
Primary number	
Secondary number	
Fax number	
Email	

## 4. Description of Proposed Works

Please describe the proposed works:

Re-building/alterations to existing conservatory.

Has the 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)?

## 5. Listed Building Grading

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?

Don't know  Yes  No

## 6. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

Yes  No

## 7. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

Yes  No

## 8. 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).

See drawings and statement attached, under our reference 21030 - home office.  
The items to be removed are very modern and of no special merit so far as the listed building is concerned.

## 9. 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	Painted metal frame with glazing.	Painted timber frame with glazing.
Windows	Painted metal frame with glazing.	Painted timber frame with glazing.
External Doors	Painted timber frame with glazing.	Painted timber frame with glazing.
External Walls	Natural local stone below cills	Natural local stone below cills (No change)

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

Under reference 21030Conservatory

## 10. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle 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

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?  Yes  No

## 11. Parking

Will the proposed works affect existing car parking arrangements?  Yes  No

## 12. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development?  Yes  No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?  Yes  No

## 13. 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

## 14. 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

Date (Must be pre-application submission)

Details of the pre-application advice received

Re-building or alterations to an existing conservatory attached to a listed dwelling would require both a householder and Listed Building consent application to be submitted.  
(From WODC email, regarding various works in the grounds of or attached to the listed building known as Brasenose Cottage.)

## 15. 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**

## 15. Authority Employee/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?

## 16. Ownership Certificates and Agricultural Land Declaration

**Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

**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

First name

Surname

Declaration date

Declaration made

## 17. 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)