

**Supporting statement**  
**Application for Listed Building Consent**  
**Replacement window**  
**Shirburn Mill, Mill Hill, Lawford, CO11 2JZ**

1. Listed Building Consent is requested to replace a fixed window (referred to in this statement as "GW4") on the ground floor of the lean-to to Shirburn Mill.

**PLANNING HISTORY**

2. Planning permission to carry out repairs to Shirburn Mill and convert it to a residential annexe was also granted on 11 December 2018 (18/00096/FUL). Permission was granted subject to the condition that:

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans and documents: Drawing numbers 5616- 12, 13, 15, 22, 23, 24, 25, 26, and 27; Ecological Assessment by Eco-Planning dated 10/01/2018; Structural Assessment Report by The Morton Partnership reference EJM/CE/18065~srep rev 0; Tree Survey Schedule; Arboricultural Impact Assessment dated 02/10/18; and Drawing numbers JBA 18/281 TR01 Tree Removal Plan and JBA 18/281 TR01 Tree Protection Plan.

3. The Structural Assessment Report by the Morton Partnership (**ANNEX 1**) said the following about GW4:

- 2.54 The extension window to the west elevation is clearly out of alignment and it seems clear that there has been settlement of this corner. Further evidence for this is provided with an open crack to the plinth of the extension close to the Mill (see photograph 65), as well as foam filler used between the boarding and corner fillet (see photograph 66).

4. A copy of drawing number 5616-23 is enclosed (**ANNEX 2**). The drawing did not propose that GW4 be replaced.
5. Listed Building Consent to carry out repairs to Shirburn Mill to facilitate its conversion to a residential annex was granted on 11 December 2018 (18/00097/LBC).<sup>1</sup>
6. Consent was granted subject to the conditions that:

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<sup>1</sup> Planning permission to carry out repairs to Shirburn Mill and convert it to a residential annexe was also granted on 11 December 2018 (18/00096/FUL).

- 2 The works hereby permitted shall be carried out in accordance with the following approved plans and documents: Drawing numbers 5616-22, 23, 24, 25, 26, and 27.

Reason - For the avoidance of doubt and in the interests of proper planning.

- 3 Before any work is commenced drawings to a scale of not less than 1:20 fully detailing the new or replacement windows and doors to be used and indicating materials and method of glazing shall be submitted to and approved in writing by the Local Planning Authority. The approved works shall be installed/carried out in complete accordance with the approved details.

Reason - To protect the special character and architectural interests and integrity of the building in accordance with the requirements of section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

7. Condition 3 was subsequently discharged (21/01736/DISCON). The application included:
  - a. a drawing with proposed elevations setting out the windows and doors which were to be replaced and those which were to be retained (4021-10) (**Annex 3**),
  - b. a drawing setting out a proposed ground floor plan (4021-12) (**Annex 4**).

8. Those drawings indicated that GW4 was to be retained.

#### **SITE BACKGROUND**

9. For detailed information about the heritage of Shirburn Mill please find enclosed:
  - a. Heritage Impact Assessment by Michael Collins ("**the HIA**"), submitted as part of 18/00096/FUL and 18/00097/LBC) (**Annex 5**), and
  - b. Building Recording – Level 2 by Janice Gooch (September 2021) (submitted to discharge condition 10 of 18/00096/LBC) (21/01752/DISCON) (**Annex 6**).

#### **LEAN-TO EXTENSION AND GW4**

10. The HIA says as follows about the lean-to extension and GW4 (text in square brackets added for clarity):

*2.36 Shirburn Mill was enlarged at the beginning of the twentieth century with a two-storey addition to its rear. The extension encased the rear (south) elevation of the original mill building which today retains the weather-boarding and sash windows of the 'stone floor' and 'bin floor' that previously faced south across the mill-pond. The slate-roofed lean to was provided with a fixed 24-pane window to the west [GW4] and was connected internally through a single door opening that was created in the rear wall at the eastern end of the 'bin floor'. The extension was added at a time when the mill was seeking to adapt to survive.*

11. The following photographs which shows GW4 as viewed from the outside was included in the HIA (Figs. 50 and 51):



12. The following photograph showing GW4 as viewed from the inside was including in the Building Record – Level 2 (see fig. 96:



#### PROPOSED WORKS AND JUSTIFICATION

13. As indicated by the Morton Partnership Report and the photographs above, GW4 was in a poor state of repair before work commenced to Shirburn Mill. IN particular, the frame was significantly weakened as a consequence of the settlement which had occurred to the south-west corner of the lean-to.
14. In carrying out works to underpin the building as detailed in the Morton Partnership Report it became clear that the frame was so badly affected by the settlement to the building that it would not be possible to repair and retain it. The proposal is therefore to replace GW4 with a purpose made window as detailed in the enclosed drawings (**Annex 7 and 8**). The only significant departure from the design of the existing window is to enable the window to be opened allowing the building to be ventilated consistent with the building's future use as a residential annexe (and helping to mitigate the risk of condensation).
15. It is proposed that the replacement window will be constructed from materials which match the existing windows and the windows which will replace FW4, FW6 and FW7 (see *General Joinery Notes* in Drawing 4021-16 – **Annex 9**). In particular, the windows will be constructed using good quality hardwood (e.g. Sapele or similar) and glazed with 4mm toughened glass bedded in traditional natural linseed based putty.