



GUILD FORD  
B O R O U G H

[www.guildford.gov.uk](http://www.guildford.gov.uk)

planningenquiries@guildford.gov.uk  
01483 444609  
Planning Services  
Guildford Borough Council  
Millmead House, Millmead  
Guildford, Surrey  
GU2 4BB

Application for Removal or Variation of a Condition following Grant of Planning Permission or  
Listed Building Consent

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

## Applicant Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

## Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

W4 1LL

## Contact Details

Primary number

02089954275

Secondary number

Fax number

Email address

nick@westscottarchitects.co.uk

## Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Refurbishment of existing barn for use as store and part conversion for ancillary residential use, internal and external alterations including replacing modern 1970s roof with traditional oak framed roof & ground floor single storey extension to west elevation.

Reference number

20/P/01694

Date of decision (date must be pre-application submission)

03/12/2020

**Please state the condition number(s) to which this application relates**

Condition number(s)

Condition 2 (Approved plans)

Condition 6A (Details of external windows and doors)

Has the development already started?

Yes

No

If Yes, please state when the development was started (date must be pre-application submission)

04/04/2022

Has the development been completed?

Yes

No

## Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

Comprehensive proposals for part-conversion, alterations, and repairs to this timber-framed barn at The Old Rectory, Albury were approved on 03/12/2020 under references 20/P/01694 (Planning Permission) and 20/P/01695 (Listed Building Consent).

These permissions were subsequently amended by further applications 21/N/0115 (Non-Material Amendment) and 21/P/02407 (Listed Building Consent), acceptance and approval received on 20/04/2022 and 24/04/2022, respectively.

Pre-commencement conditions were discharged under applications 21/D/00153 on 01/02/2022 and 21/D/00153/1 on 24/02/2022. Further amendments to the approved conditions were approved under ref. 23/D/00027 dated 21/04/2023.

Building work to implement the approved proposals commenced in 2022 and is now in its final stages. The work has been carried out to a very high standard and has seen the historic timber frame sensitively and successfully repaired. The reinstatement of the historic roof form, and the renewal of the barn's external envelope with high quality traditional materials has transformed its appearance. The building's future has been secured and it now makes a very positive contribution to the setting of the conservation area and the Grade II listed Old Rectory.

With the works nearing completion, the applicant wishes to make some further amendments to the approved proposals to suit their current requirements. These comprise:

- Various internal layout changes.
- Relocation of existing timber screen from proposed kitchen area to new location.
- New opening between storage bay and adjacent storage area.
- Alterations to storage area.
- Additional window on north-east elevation.

A detailed description of these changes is included in notes submitted.

A further Non-Material Amendment application (ref. 23/N/00110) was submitted for these changes on 17/11/2023 but this was refused for the following reason: "The proposed amendments would result in the addition of a new window and internal alterations to a curtilage listed building. The insertion of a window into a building which is curtilage listed would materially alter the appearance of the building and as a result would require planning permission and listed building consent. Therefore, the proposed amendments cannot be considered as a non-material amendment."

Following this refusal, the case was discussed with Assistant Planning Officer, Holly Craig, who advised that the correct procedure to apply for these amendments would be a Section 73 application to amend the following conditions:

- Condition 2 (Drawing numbers) – To vary the drawing numbers upon which the planning approval is based.
- Condition 6A (External window and door details) – To provide full details for the proposed windows, including the latest amendments so that this condition can be omitted, thereby removing the need for a further discharge of 6A.

A separate application has been submitted to request Listed Building Consent for these amendments.

If you wish the existing condition to be changed, please state how you wish the condition to be varied

To vary Condition 2 (Approved plans) as follows:

These drawings referred to in the original condition to be omitted: 1022/20A, 1022/21A, 1022/22, 1022/23A, 1022/25, 1022/26.

These drawings to be added to the condition: 1022-20-C, 1022-21-C, 1022-22-B, 1022-23-C, 1022-25-B, 1022-26-C1, 1022-31-C2, 1022-32-C1, 1022-33-C2, 1022-34-C1, 1022-35-C2, 1022-36-C1, 1022-41-C4.

Other drawings referred to in Condition 2 to remain.

To remove Condition 6A (External window and door details) as no longer required due to submission of full details under varied Condition 2 above.

Conditions 6B, 6C, 6D, and 6E to remain (these have already been discharged ref. 21/D/00153/1)

## 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

Date (must be pre-application submission)

Details of the pre-application advice received

"As discussed, you have already submitted a listed building consent application for the proposed amendments.

I have now had a chance to review the original permission and various amendments and would advise the following:

Submitting a Section 73 application to vary condition 2 (drawing numbers) and condition 6 (external window, plumbing, rooflights and methodology details) of 20/P/01694.

I would advise submitting details for Condition 6(A) and any other details for 6(B), (C), (D) or (E) that would change as a result of the proposed amendments. If these details are acceptable, the relevant parts of the condition could be reworded/removed or a new condition added to ensure compliance with these details. If you do not wish to vary condition 6, a new Discharge of Condition application would be required following any approval of the Section 73 application."

## Ownership Certificates and Agricultural Land Declaration

### Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

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

Nick

Surname

Bethune

Declaration Date

19/12/2023

Declaration made

## Declaration

I/We hereby apply for Removal/Variation of a condition as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published 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

Nick Bethune

Date

05/01/2024

Amendments Summary

Incorrect reference to original application corrected. It been entered as '20/P/2020' when it should have been and has now been corrected to '20/P/01694'.