

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

## 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

\*\*\*\* REDACTED \*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\* REDACTED \*\*\*\*

## Agent Details

Name/Company

Title

Mr

First name

Oliver

Surname

Sharpin

Company Name

Janus Conservation

## Address

Address line 1

30A Upper High Street

Address line 2

Address line 3

Town/City

Thame

County

Oxfordshire

Country

United Kingdom

Postcode

OX9 3EX

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

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 proposal on which this application is predicated relate to:

1. The first phase of proactive like-for-like replacement of failing (both tiles and fixings) plain clay tiled pitched roofs, and lead covered flat roofs, as part of a longer-term repair and maintenance plan. This is required to protect highly significant timber roof structures and internal finishes.

It is apparent from the varying condition of the tiles, which ranges from fair to very poor, that the roofs are composed of (probably) new and salvaged tiles at the time of the last reroofing scheme – which we suspect was largely undertaken in the 1970s. The use of iron fixings to the east slope of Roof K, which are corroding, suggest that this slope was last re-roofed prior to this, though no earlier than the late 19th or early 20th century.

Due to the relative difficulty of erecting a scaffold at Bisham Abbey, both logistically and for the disruption this would cause to the building's use as an events venue, we are proposing to use new handmade plain clay tiles to each of the pitched roofs encompassed in this phase of works:

- Roof K.
- Roof L.
- Roof H.
- Roof I.

The roof covering should have a life expectancy of 75+ years and it will therefore not be necessary to scaffold again for the foreseeable future. The proposed new tiles are made by Aldershaw in Sussex and would be predominantly restoration red (85%) with a smaller percentage of medium (10%) and dark red (5%) mixed through them to provide a predominantly orange hue whilst avoiding a flat appearance.

2. In undertaking the above, taking the opportunity to significantly improve the building's energy efficiency (and long-term sustainability) through the introduction of technically appropriate and permeable roof insulation (wood fibre).

3. Replacing existing Velux style roof lights, many of which now allow water ingress, with new Conservation Roof Lights of the same dimensions.

The lead covered roofs to be replaced will be renewed on a like for like basis in sand cast code 7 lead sheet to the same details as existing.

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

## 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).

Please see:  
- Drawing A03  
- Heritage Statement

## 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:**

Roof covering

**Existing materials and finishes:**

Clay plain tiled pitched roofs and lead covered flat roofs. Very little or no insulation is installed to either.

**Proposed materials and finishes:**

Clay plain tiled pitched roofs and lead covered flat roofs. The proposed new tiles are made by Aldershaw in Sussex and would be predominantly restoration red (85%) with a smaller percentage of medium (10%) and dark red (5%) mixed through them to provide a predominantly orange hue whilst avoiding a flat appearance. The lead covered roofs to be replaced will be renewed on a like for like basis in sand cast code 7 lead sheet to the same details as existing. In undertaking the above, taking the opportunity to significantly improve the building's energy efficiency (and long-term sustainability) through the introduction of technically appropriate and permeable roof insulation (wood fibre).

**Type:**

Windows

**Existing materials and finishes:**

6 existing Velux roof lights, dating from the 1970s or 1980s and allowing water ingress.

**Proposed materials and finishes:**

Replaced with new timber Conservation Roof Lights of the same dimensions

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 see:

Drawings A01, A02, A03

Heritage Statement

Design & Access Statement

## Site Area

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

96448.00

Unit

Sq. metres

## Existing Use

Please describe the current use of the site

Bisham Abbey is mixed use, serving primarily as an events venue primarily in support of the national sports center, but also hosts weddings and puts up gifted sports people staying on the site for training camps.

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.

## Biodiversity net gain

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- Yes  
 No

Please add all the exemptions or transitional arrangements that apply and provide a reason why

#### Exemption:

Development subject to the de minimis exemption (development below the threshold)

#### Reason for selecting exemption:

N/A

Note: Please read the help text for further information on the exemptions available and when they apply

## Waste Storage and Collection

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

- Yes  
 No

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

- Yes
- No

## Residential/Dwelling Units

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

- Yes
- No

## 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

## Employment

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

- Yes
- No

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
- No

## 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

## 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

## 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

Oliver

Surname

Sharpin

Declaration Date

13/02/2024

Declaration made

## Declaration

I/We hereby apply for Full planning & listed building consent 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

Rupert Hilton

Date

13/02/2024