



GUILD FORD  
B O R O U G H

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GU2 4BB

## Application for Listed Building Consent for alterations, extension or demolition of a listed building

### 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	<input type="text"/>
Suffix	<input type="text"/>
Property Name	<input type="text" value="3 The Old Rectory"/>
Address Line 1	<input type="text" value="Church Lane"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Surrey"/>
Town/city	<input type="text" value="Ash"/>
Postcode	<input type="text" value="GU12 6EY"/>

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

Easting (x)	Northing (y)
<input type="text" value="489771"/>	<input type="text" value="150562"/>

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

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

## Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

The proposal is to:

1) replace the existing first floor PVC double glazed windows (x8) with new timber double glazed windows.

2) replace the existing ground floor timber single glazed windows (x4) with new timber double glazed windows. The existing timber windows are rotten and in disrepair.

None of the windows are original material or features. No significant glass remains. The property was built in circa 1600 and has been extended and altered over time.

The proposed work would significantly enhance the appearance of the property. The new windows will be a more sympathetic design and the net impact on the significance of the building will be positive.

The property is part of a former rectory and consists of three separate dwellings (1-3 The Old Rectory). All three dwellings are Grade II listed and it is our understanding that the listing is due to the significance of the prominent and historic Georgian frontage which forms part of the other two dwellings (No 1 and No 2 The Old Rectory). For the avoidance of any doubt: the Georgian section of the building (for which the listing exists) is NOT part of our property. It faces a different direction and is entirely distinct. Number 3 does not contribute to this significance. However, in any case, the proposed improvement to our home will enhance the appearance of the property.

Our property cannot be seen from a public road, public footpath, bridleway, or other public land.

The proposed double glazed windows will help address energy efficiency in our 400+ year old family home. The PVC windows are already double glazed. The glazing bars will be applied.

Number 1 The Old Rectory has aluminium double-glazed windows and doors which were approved in 2019 (19/P/00268).

The windows in all parts of The Old Rectory (Numbers 1, 2, 3) are different sizes and styles. This is due to the building being extended at various times since its original construction circa 1600. The only uniformity is the Georgian frontage of Numbers 1-2.

The PVC windows were installed approximately 30 years ago. The timber windows are harder to date - perhaps being installed in the last 30-70 years. None are original historic designs or materials.

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

## Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes
- ☐ No

If Yes, please describe and include the planning application reference number(s), if known

Reference: 22/P/01827  
Alternative Reference: PP-11620740

## 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).

Photos of existing windows attached to application.

Drawings and specifications of new windows attached to application.

## Materials

Does the proposed development require any materials to be used?

- ☐ Yes  
☒ No

## 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 spoken to our neighbours. No objections were raised to our previous application and none of been raised with us about this new application.

## 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

### Certificates under 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

If No, can you give appropriate notice to all the other owners?

☒ Yes

☐ No

### Certificate Of Ownership - Certificate B

**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.**

**Name of Owner:**

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

**House name:****Number:****Suffix:****Address line 1:**

3 The Old Rectory

**Address Line 2:**

Church Lane

**Town/City:**

Ash

**Postcode:**

GU12 6EY

**Date notice served (DD/MM/YYYY):**

02/04/2024

**Person Family Name:**

## Person Role

☒ The Applicant☐ The Agent

## Title

## First Name

## Surname

## Declaration Date

☒ Declaration made**Declaration**

I/We hereby apply for 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

Glenn Moulton

Date

03/04/2024