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Development Management  
Camden Town Hall Extension  
Argyle Street  
London WC1H 8EQ

Application for Planning Permission and listed building consent for alterations,  
extension or demolition of a listed building.  
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" value="99"/>
Suffix	<input type="text"/>
Property name	<input type="text"/>
Address line 1	<input type="text" value="South End Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="London"/>
Postcode	<input type="text" value="NW3 2RJ"/>

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

Easting (x)	<input type="text" value="527102"/>
Northing (y)	<input type="text" value="185803"/>

Description

**2. Applicant Details**

Title	<input type="text" value="Ms"/>
First name	<input type="text" value="Elizabeth"/>
Surname	<input type="text" value="Birch"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="102a Chepstow Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="LONDON"/>

## 2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text" value="W2 5QS"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

Are you an agent acting on behalf of the applicant?

Yes  No

## 3. Agent Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="David"/>
Surname	<input type="text" value="Long"/>
Company name	<input type="text" value="David Long Architects"/>
Address line 1	<input type="text" value="Fordhams"/>
Address line 2	<input type="text" value="Littley Green"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Chelmsford"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="CM3 1BU"/>
Primary number	<input type="text" value="02085335555"/>
Secondary number	<input type="text" value="07478722554"/>
Fax number	<input type="text"/>
Email	<input type="text" value="dlong@dlaltd.com"/>

## 4. Description of the Proposal

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s).

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.

The proposal concerns general internal works to the listed cottage, amendment of floor levels and replacement of a failed roof construction on a previous side extension to the property, the replacement of the inappropriate existing rear conservatory and construction of a glazed pergola to the rear annex to the cottage, and the return of ground floor windows to doors in the annex.

A fully detailed description of the proposal is contained within the accompanying Design and Access Statement, and the associated Heritage Statement

Has the development or 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. Demolition of Listed Building

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

Yes  No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

Yes  No

b) Demolition of a building within the curtilage of the listed building

Yes  No

c) Demolition of a part of the listed building

Yes  No

If the answer to c) is Yes

What is the total volume of the listed building?

590

Cubic metres

What is the volume of the part to be demolished?

14.5

Cubic metres

What was the date (approximately) of the erection of the part to be removed?

Month

1

Year

1890

(Date must be pre-application submission)

Please provide a brief description of the building or part of the building you are proposing to demolish

We propose to remove the existing defective pitched roof construction over a historic side extension. This will be replaced with a new simpler flat roof construction.

The existing upper floors within the historic side extension are to be lowered to match the original floor levels within the cottage with the existing timber floor joists re-used.

The rear infill wall dating from post WW2 to the lower ground level of the historic side extension is to be removed.

The existing glazed rear conservatory to the listed property dating from the 1980s is to be removed and replaced.

The internal loadbearing brick piers to the cottage at lower ground and ground floor where the centre spine wall has previously been removed are to be demolished and replaced with new brick nibs attached to the party wall with 97 South End Road, and the existing steel beams in these locations amended.

The existing ground bearing lower ground floor slab to the listed cottage is to be removed and a new floor construction formed.

A new doorway is to be formed through the flank wall of the listed cottage giving access from the new entrance hall to the lower ground floor kitchen/dining room.

The existing post war stairs to the listed cottage are to be removed and a new stair provided.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

Per the conclusion to the Design and Access statement:

We believe that this amended proposal safeguards and preserves the listed property, its site and its setting. We have worked strenuously to incorporate the legitimate concerns of the local authority, and these are reflected in the submitted proposal. The original regency plan of the cottage is preserved and enhanced, whilst the amendments proposed internally will remove as much as possible of the more modern and inappropriate details such as corncicing, fireplaces etc and replace them with detailing appropriate for the age and status of the cottage.

The replacement of the low quality 1980's rear conservatory with a simply designed modern conservatory with fully glazed walls, sympathetically proportioned and subservient to the cottage will improve the appearance, functioning, and legibility of the listed heritage asset whilst having no detrimental impact upon it.

The removal of the front entrance feature to the annex and its replacement with the fully glazed pergola from the cottage both reinstates the original footprint of the annex, and allows the sensible functioning of the annex as part of the cottage accommodation, which it most clearly is.

We have re-established a sensible relationship between the cottage and the rear annex which enhances heritage value and legibility of the listed cottage, and allows the annex to be used to its full potential.

The improvement of the front garden hard and soft landscaping and boundary fence to South End Road will enhance the setting of the cottage.

We believe the proposal represents an appropriate re-modelling to preserve and enhance this listed structure and its setting whilst allowing it to evolve in response to the reasonable needs of its custodian today.

## 7. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this 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 attached Design and Access Statement, Heritage Statement, and Architects Drawings:

Site Location Plan  
SL-001

Existing Drawings  
E-001  
E-002  
E-003  
E-004  
E-005

Proposed Drawings  
PP-002 REV. B  
PP-003 REV. B  
PP-004 REV. C  
PP-005 REV. B  
PP-010 REV. B  
PP-011 REV. B  
PP-012 REV. B  
PP-013 REV. A  
PP-030 REV. A  
SP-001

## 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, clicking 'Add' and filling in all the fields in the popup box.

To correct existing entries, use the 'Edit' link to open the popup box and ensure that all fields are completed.

External Walls

Please provide a description of existing materials and finishes:

Existing conservatory walls clear glazed in painted timber frames

Existing rendered blockwork walls to entrance feature of rear annex to be removed entirely.

Please provide a description of proposed materials and finishes:

Replacement conservatory walls clear high performance glazing - fixed panels without frames, moving panels with minimal metal frames.

Glazed walls to new pergola from cottage to annex to be clear high performance glazing - fixed panels without frames, moving panels with minimal metal frames.

## 9. Materials

Roof covering	
Please provide a description of existing materials and finishes:	<p>Natural slate roof covering to main roofs of listed cottage, with lead lined valley gutter between.</p> <p>Slate roof covering to pitched roof over historic side extension laid at inadequate 16 degree pitch on inadequate timber structure - ref architects drawing ER-001</p> <p>Entrance feature to rear annex - flat asphalt roof - to be removed</p> <p>existing conservatory - clear glazing in painted timber frames - to be removed</p>
Please provide a description of proposed materials and finishes:	<p>Natural slate roof covering to main roofs of listed cottage with lead lined valley gutter between - all to be refurbished. Slates and ridge tiles to be carefully removed, existing timber structure to be checked whilst insulation installed at ceiling level to top floor (cold roof void), new breathable membrane and battens to be installed, and original slates and ridge tiles re-installed.</p> <p>Replacement roof to historic side extension to be flat roof laid to nominal falls, including purpose made clear glazed flat rooflight, concealed behind lead clad parapet with external drip detail - ref architects drawing ER-002, PP-002 REV. B, PP-003 REV. B, PP-013 REV. A</p> <p>Replacement conservatory - flat green planted roof to 75% of area, clear glazed slot between green roof and rear of listed cottage</p> <p>Pergola between cottage and rear annex - clear glazing suspended beneath structure of pergola. Timber brise soleil above glazing.</p>

Chimney	
Please provide a description of existing materials and finishes:	Brick with cement flaunching and clay pots
Please provide a description of proposed materials and finishes:	As existing - refurbished as necessary using matching materials

Windows	
Please provide a description of existing materials and finishes:	<p>Listed cottage - existing sash windows and glazed french doors are painted timber with single glazing. All appear to date from post WW2.</p> <p>Rear annex - existing casement windows painted timber with single glazing. All appear to date from post WW2.</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - all sash windows to be replaced with new purpose made painted hardwood double hung sash windows, single glazed, draft stripped, to correct period detail, by heritage window specialist. Glazed french door to front elevation to be similarly replaced by purpose made item by same specialist with details to match.</p> <p>Rear annex - existing windows to be replaced at ground floor level. New enlarged opening to be created with timber sectional doors externally, and high performance clear glazed minimally framed sliding doors internally.</p> <p>All painted finishes white.</p>

External Doors	
Please provide a description of existing materials and finishes:	Listed cottage - Front door - panelled painted timber. Lower ground floor door

## 9. Materials

External Doors	
	<p>into front pantry - panelled painted timber. Front elevation garage doors - painted timber. Rear conservatory - glazed timber framed double doors. Rear of garage - painted timber single door.</p> <p>Rear annex - glazed painted timber door</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - Front door - panelled painted timber. No works</p> <p>Lower ground floor door into front pantry - replace with new painted timber door to correct period detail.</p> <p>Front elevation garage doors - replace with new painted timber double doors to similar design, with additional fixed over-panel.</p> <p>Rear conservatory - doors replaced as part of replacement of conservatory - new minimally framed clear glazed sliding doors.</p> <p>Rear of garage - wall and door removed.</p> <p>Rear annex - door and entrance structure removed and replaced by new pergola.</p> <p>All painted finishes - colour TBC</p>

Ceilings	
Please provide a description of existing materials and finishes:	<p>Listed cottage - main reception and bedrooms to all levels - plasterboard with skim coat fixed through original plaster ceilings on timber lathes. Historic side extension - plasterboard with skim coat. Inappropriate late 20th century perimeter cornices to all levels.</p> <p>Rear annex - plasterboard with skim coat</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - ceilings to be retained as existing except where new/additional steel structure is introduced to the centre spine wall location at lower ground and ground floor levels. Minimal intervention, followed by making good with matching materials. All existing cornices to be removed, and replaced with plaster of paris mouldings to appropriate period detail.</p> <p>Historic side extension ceilings to be replaced when floor levels amended - plasterboard and skim, with plaster of paris cornice mouldings to appropriate period detail.</p> <p>Rear annex - ceilings retained as existing</p>

Internal Walls	
Please provide a description of existing materials and finishes:	<p>Listed cottage - internal partitions at ground and lower ground, and in historic side extension - plasterboard and skim on timber studs - post WW2. Upper floor spine wall original lathe and plaster. All walls feature incorrect post WW2 skirtings.</p> <p>Rear annex - all internal partitions at all levels plasterboard and skim on timber studs - post WW2</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - New internal partitions at ground and upper floor in historic side extension - plasterboard and skim on timber studs. Upper floor spine wall to be retained as original lathe and plaster. All skirtings to be replaced with correct period items.</p> <p>Rear annex - all internal partitions at all levels remain as plasterboard and skim on timber studs.</p>

## 9. Materials

Floors	
Please provide a description of existing materials and finishes:	<p>Listed cottage - ground and upper floor are original timber joists. All have been re-boarded with more recent T+G boarding, and had substantial interventions in joists for passage of recent plumbing and heating services, as well as previous structural amendments.</p> <p>Lower ground floor - solid concrete ground bearing slab without insulation - bitumin dampcourse on top with woodblock flooring or glazed clay tiled finish. Garage under historic side extension - floor in roughly finished over-site concrete.</p> <p>Rear annex - concrete slab with floating timber floor finish.</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - ground and upper floors - existing joists and strutting retained and with additional strutting added as required, timber fillets added to level, new hardwood boarded finish on 12mm plywood underlayer with resilient acoustic strips.</p> <p>Historic side extension all floors - existing joists and strutting retained and re-positioned at revised floor levels, timber fillets added to level, new hardwood boarded finish on 12mm plywood underlayer with resilient acoustic strips</p> <p>Lower ground floor including garage area and conservatory - existing concrete floor to be carefully removed. New floor to be installed incorporating concrete ground bearing slab, waterproof membrane, insulation, and screeded finish with underfloor heating. Finishes natural stone - samples to be approved.</p> <p>Rear annex - existing floor to be carefully removed. New floor to be installed incorporating concrete ground bearing slab, waterproof membrane, insulation, and screeded finish with underfloor heating. Timber boarded finish.</p>

Internal Doors	
Please provide a description of existing materials and finishes:	Listed cottage and rear annex - timber panelled doors, frames and architraves from 1970's all to incorrect and inappropriate design and detail.
Please provide a description of proposed materials and finishes:	<p>Listed cottage - all internal doors, frames and linings will be replaced by new high quality hardwood items to correct regency design to match the original building period of the cottage.</p> <p>Rear Annex - existing doors and frames will be retained.</p>

Rainwater goods	
Please provide a description of existing materials and finishes:	<p>Listed cottage - Painted cast iron - colour black</p> <p>Rear annex - UPVC - colour black</p>
Please provide a description of proposed materials and finishes:	<p>Listed cottage - Painted cast iron - colour black</p> <p>Rear annex - UPVC - colour black</p>

Boundary treatments (e.g. fences, walls)	
Please provide a description of existing materials and finishes:	<p>Rear garden - brick walls with various cappings</p> <p>Front garden - boundaries to 97 and 101 South End Road and a selection of different timber fences. Boundary to the pavement to South end Road</p>

## 9. Materials

Boundary treatments (e.g. fences, walls)	
	consists of timber fence and black painted cast iron gates.
Please provide a description of proposed materials and finishes:	Rear garden - brick walls with various cappings. As existing - no works to these.  Front garden - boundaries to 97 and 101 South End Road and a selection of different timber fences. As existing - no works to these.  Boundary to the pavement to South end Road - black painted cast iron gates to be repaired and fitted with concealed electric openers. Timber fence to be replaced by new painted iron railings to match gates. New hedge behind railings.

Vehicle access and hard standing	
Please provide a description of existing materials and finishes:	Tarmac finished drive with p.c.c. paved pathway adjacent. Stone paving slabs to front door external landing and steps.
Please provide a description of proposed materials and finishes:	Natural stone paving to parking area, entrance path and steps, all on permeable sub-base. Stone finish carried through to rear conservatory and pergola

Lighting	
Please provide a description of existing materials and finishes:	No external lighting
Please provide a description of proposed materials and finishes:	Low level, low energy lighting to front garden entrance path and rear courtyard planting beds. Details and layout to be agreed.

Are you supplying additional information on submitted plan(s)/design and access statement:

Yes  No

If Yes, please state references for the plans, drawings and/or design and access statement

Proposed Drawings  
PP-002 REV. B  
PP-003 REV. B  
PP-004 REV. C  
PP-005 REV. B  
PP-010 REV. B  
PP-011 REV. B  
PP-012 REV. B  
PP-013 REV. A  
PP-030 REV. A  
SP-001

## 10. Site Area

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

395

Unit

sq.metres

## 11. Existing Use

Please describe the current use of the site

Single residential property

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.**



## 11. Existing Use

- 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

## 12. 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

## 13. Vehicle Parking

Is vehicle parking relevant to this proposal?  Yes  No

Please provide information on the existing and proposed number of on-site parking spaces

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	2	2	0

## 14. 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

If Yes, please include the details of the existing system on the application drawings. Please state the plan(s)/drawing(s) references.

PP-010 REV. B  
SP-001

## 15. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)  Yes  No

**If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.**

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

### 15. Assessment of Flood Risk

- Existing water course
- Soakaway
- Main sewer
- Pond/lake

### 16. 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 your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your 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'.**

### 17. 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

### 18. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?  Yes  No

If Yes, please provide details:

A new bin store is provided at the front of the site hidden behind the proposed hedge. Sized to accommodate 2 wheelie bins of 240litre capacity - one for recyclable waste, one for non-recyclable waste.

see PP-030 REV. A

Have arrangements been made for the separate storage and collection of recyclable waste?  Yes  No

If Yes, please provide details:

A new bin store is provided at the front of the site hidden behind the proposed hedge. Sized to accommodate 2 wheelie bins of 240litre capacity - one for recyclable waste, one for non-recyclable waste.

see PP-030 REV. A

### 19. Residential/Dwelling Units

**Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of**

## 19. Residential/Dwelling Units

Residential/Dwelling Units for your application please follow these steps:

1. Answer 'No' to the question below;
2. Download and complete this supplementary information template (PDF);
3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.

This will provide the local authority with the required information to validate and determine your application.

Does your proposal include the gain, loss or change of use of residential units?  Yes  No

## 20. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  Yes  No

## 21. Employment

Will the proposed development require the employment of any staff?  Yes  No

## 22. Hours of Opening

Are Hours of Opening relevant to this proposal?  Yes  No

## 23. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Private residential house

Is the proposal for a waste management development?  Yes  No

**If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website**

## 24. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?  Yes  No

## 25. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?  Yes  No

## 26. 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

## 27. 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:**

## 27. Pre-application Advice

Title	<input type="text"/>
First name	<input type="text" value="Anna"/>
Surname	<input type="text" value="Foreshew"/>
Reference	<input type="text"/>

Date (Must be pre-application submission)

Details of the pre-application advice received

The proposed works were subject to a Pre-Planning Enquiry submitted to Camden Borough Council on 24th December 2018. There followed a meeting on site with Charlotte Meynell (planning Officer) and Anna Foreshew (Conservation Officer) of Camden Borough Council on 31st January 2019. Ms. Foreshew subsequently issued comments on the submitted documents on 14th February 2019.

A second Pre-Planning Enquiry was then submitted on 17th April 2019. This Pre-Planning Enquiry incorporated a number of amendments to the previously submitted proposal, in response to the comments regarding the previous submission, and was accompanied by a detailed Heritage Statement requested by Ms. Foreshew, prepared by specialist consultants Heritage Information Limited. Following this submission a meeting was held on site on 10th May with Obote Hope (Planning Officer) and Anna Foreshew (Conservation Officer) of Camden Borough Council. Mr Hope subsequently issued comments on the submitted documents on 4th June 2019. In this report no mention was made of the discussion on site nor of either the Heritage Statement or the architect's Design Statement.

Following receipt of the comments from CBC a further meeting was held on site on 3rd July 2019, at the request of the applicant's design team. The meeting was attended by the architect and Heritage Consultant for the client, and by Anna Foreshew and Rose Todd (Senior Conservation Officer) of Camden Borough Council. An email with further comments on the proposal was then issued by Anna Foreshew on 21st July 2019.

The Proposal now submitted has been revised in response to the comments made by Ms. Foreshew, and with the detailed involvement of Dorian Crone, our heritage and design consultant.

In preparing both the first re-submitted Pre-planning Enquiry in April 2019, and this Planning Application, where Ms. Foreshew requested additional information regarding the history of the property or significance of a particular feature this has been provided with the Heritage Statement. Where comments made by Ms. Foreshew suggested reconsideration of the original design, this has been undertaken and the design proposal has been appropriately amended with the advice of Dorian Crone the Heritage Expert. We have also submitted separate requests to Ms. Foreshew for clarification of a number of matters which she raised in her final email of 21st July 2019, to which no response has been received.

## 28. 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.

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?

## 29. 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	<input type="text"/>
First name	<input type="text" value="David"/>
Surname	<input type="text" value="Long"/>

### 29. Ownership Certificates and Agricultural Land Declaration

Declaration date

30/08/2019

Declaration made

### 30. 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)

30/08/2019