

Development Management, Economic Development and Planning,
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Application for Planning Permission

Town and Country Planning 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	75
Suffix	
Property Name	
Address Line 1	High Street
Address Line 2	
Address Line 3	Wiltshire
Town/city	Burbage
Postcode	SN8 3AA

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

Easting (x)	Northing (y)
422939	161782

Description
73-75 High Street is the full address.

Applicant Details

Name/Company

Title

Mr

First name

Guy

Surname

Shepherd

Company Name

Address

Address line 1

The Old Forge

Address line 2

73-75 High Street

Address line 3

Burbage

Town/City

County

Wiltshire

Country

United Kingdom

Postcode

SN8 3AA

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Site Area

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

Unit

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 any change of use

Change of Use Planning Application.

The Old Forge consists of numbers 73 and 75 High Street Burbage, a Grade 2 listed building of C17 construction, together with "The Boffy", which is a separate, single-storey garden cottage rebuilt circa 2015. Both sections of the house and Smithy are combed wheat reed thatch. The back was rethatched circa 2010. The front and Smithy are due to be replaced in spring 2026. The Boffy has a grey slate roof.

The listing by Historic England identifies numbers 73 and 75 as being a smithy and house. Number 75 is formed of two storeys and four bays. The attached extension to the north - number 73 - is the original smithy, (although it was a shop in more recent times). The blacksmiths, who worked in the smithy, lived on the premises with their families in the main house.

Currently, the buildings are listed as residential. Number 73, with its original work benches, forges and bellows, is constructed to suit the needs of a smithy and, designed to let the heat out, rather than keep it in. Its use at present is mainly for art display and occasional gatherings, as it is most comfortable in use when the forge is alight and the space is filled with people. The Smithy represents approximately 30 square metres of the 600 square metre site.

I am a jeweller and when not working in London, work from home at The Old Forge, which has been my home for over 19 years. I originally commuted to a successful family jewellery business in London. When a combination of rental, rates and Covid eventually forced the business into liquidation, I focussed on how I could survive financially in my home. Now I have restarted my jewellery career, alongside part-time jobs elsewhere.

I have also started running events for other local artists to showcase their work, creating a community hub for art, culture and wellbeing. These events have been held in the smithy, garden and courtyard with access to toilets and seating on the ground floor of number 75. I have been using Wiltshire Council Temporary Event Notices for occasional jewellery and art exhibitions, poetry, discussion and music clubs plus wellbeing classes. These have been extremely popular and enthusiastically received, with nothing but positive comments.

This positive response has encouraged me to submit this change of use planning application - which is to reinstate number 73 to its original commercial use, but this time as a jewellery shop and art gallery, open 5-6 days a week. Alongside this, I would like to continue occasionally using the house, garden and courtyard for art, culture and wellbeing events - in exactly the same way as I do at the moment. I hope to build a business that will provide part-time work for locals along with supporting the local artistic community.

The first floor of number 75, as well as The Boffy, would remain exclusively residential for me, my family and friends.

No physical alterations are proposed anywhere.

Has the work or change of use already started?

- ☐ Yes
☒ No

Existing Use

Please describe the current use of the site

The Old Forge has been my home for over 19 years. I originally commuted to a successful jewellery business in London. When a combination of rental, rates and Covid eventually forced the business into liquidation, I focused on how I could survive financially in my home. On top of restarting my jewellery career, I have worked at part time jobs elsewhere and worked from home too.

Initially sparked by wellbeing classes in the garden's yurt, I have experimented with community events in the garden and house. For licensed events, I have been using Wiltshire Council's Temporary Event Notices. We have built a wonderful community hub for occasional jewellery and art shows, poetry, discussion and acoustic clubs, wellbeing classes and music concerts.

The popularity and enthusiasm from the local area's inhabitants has spurred me to change the use of "The Smithy", 73 High Street, back to a permanent shop, gallery and occasional event room for commercial use. I will need part time staff to assist me once the gallery is open 5-6 days a week. It has taken me nearly two decades to figure out that the Smithy (73) space, with its original work benches, forges and set of bellows, is designed to let heat out so the only comfortable circumstances are when the room has the forge alight and at least 15 people in attendance. It is a magical setting for the arts described.

The cottages (75 High Street including the Boffy) are used by my family, friends and guests for living accommodation. The downstairs rooms in the main house are occasionally accessed by the gallery and event guests for entrance, seating and toilet facilities.

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

Materials

Does the proposed development require any materials to be used externally?

- ☐ 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

Vehicle Type:

Cars

Existing number of spaces:

4

Total proposed (including spaces retained):

4

Difference in spaces:

0

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

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

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

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

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

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in [The Environment Act 2021](#): "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

Reason biodiversity net gain does not apply:

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

What best describes the size of your site?:

Over 25 square metres

Please justify the reason why biodiversity net gain does not apply:

This is a change of use planning application. There are no physical changes being made to the property.

Note: Please read the help text for further information why developments may be exempt or not in scope.

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

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

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade 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

Existing Employees

Please complete the following information regarding existing employees:

Full-time

1

Part-time

0

Total full-time equivalent

1.00

Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

1

Part-time

4

Total full-time equivalent

2.00

Hours of Opening

Are Hours of Opening relevant to this proposal?

☒ Yes

☐ No

Please add details of the of the Use Classes and hours of opening for each non-residential use proposed.

If you do not know the hours of opening, select the Use Class and tick 'Unknown'

Use Class:

E(a) - Display/Sale of goods other than hot food

Unknown:

No

Monday to Friday:

Start Time:

12:00

End Time:

17:00

Saturday:

Start Time:

12:00

End Time:

17:00

Sunday / Bank Holiday:

Start Time:

End Time:

Use Class:

E(b) - Sale of food and drink for consumption mostly on the premises

Unknown:

Yes

Use Class:

F2 - Local community

Unknown:

Yes

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

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 (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

Guy

Surname

Shepherd

Declaration Date

18/01/2026

☒ Declaration made

Declaration

I/We hereby apply for Full planning permission 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

Guy Shepherd

Date

18/01/2026