

CORTON GLEBE COTTAGE

27 Manor Road, Upton Lovell, Wiltshire, BA12 0JW

for
C Kemp and A Bridgewater

DESIGN and ACCESS STATEMENT

to accompany an application for
PLANNING AND LISTED BUILDING CONSENT



FOR DEMOLITION OF A CONSERVATORY,
A NEW EXTENSION TO THE REAR, BUILDING ALTERATIONS
and
A REPLACEMENT GARAGE

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**Affinity
Architects**

43 Albany Road, Salisbury, Wilts, SP1 3YQ

E: admin@affinityarchitects.co.uk

T: 01722 741683



C O N T E N T S

1.0	Introduction	3
2.0	Existing Property	4
	Site Context	
	Property Description	
3.0	The need for change	6
4.0	Design Approach	8
	Design details within the scheme	9
	Materials	12
5.0	Pre-Application Process and Feedback	13
6.0	Conclusion	20

SECTION 1: INTRODUCTION

- 1.0 This document has been prepared by Melanie Latham RIBA CA DipConsHistEnv (RICS)IHBC, of Affinity Architects Ltd on behalf of Mr C Kemp and Ms A Bridgewater, for Corton Glebe Cottage, No. 27 Manor Road, Upton Lovell, BA12 0JW.
- 1.1 It is a supporting statement to accompany a Planning and Listed Building Consent application to Wiltshire Council, for **an extension to the back of house of two and single storeys, and a replacement garage.**
- 1.2 It follows a pre-application enquiry made in June 2025 which is covered later
- 1.3 Notwithstanding accompanying drawings, this report should be read alongside:
- **Heritage Statement** by Elaine Milton of EMHP
 - **Flood Risk Assessment** by Affinity Architects
 - **An Ecology Survey** by Sam James - Independent Ecological Consultant

SECTION 2: EXISTING PROPERTY

The existing building:

- 2.0 Corton Glebe is a 2 bedroomed cottage that forms the northern end of a terrace of three properties, which together are Group Value listed Grade 2.
- 2.1 The terrace is formed in coursed rubble stone and chalk blocks with large stone quoins and brick dressings to the windows surrounds. The roof has red clay fish scale tiles and is hipped at each end of the terrace with three chimney stacks along the run. The windows are small paned white painted casements to the front.
- 2.2 To the rear of the property a rendered lean-to with plain tiled roof abuts the cottage back wall with a modern wide casement window and a modern timber conservatory at its north end. The lean-to continues across the adjoining property and steps up towards the southern end to lie just under the eaves of the main roof (see below).



Above: Corton Glebe Cottage frontage (top) and rear elevation with conservatory and lean-to (bottom)

The site:

- 2.3 The site has a large garden, the majority of which is to the north and west (front) of the building, with the immediate neighbour's garden wrapping around the site on the south-east side. From Upton Lovell just to the north Manor Road runs past the front garden on the west side past the cottages which are set at a higher level. Corton Glebe Cottage is bounded with a dense hedge boundary on that side. A railway line lies just to the south of the three houses, and other properties lie across the road. To the east are fields.



Above: Aerial view of terrace

- 2.4 Vehicular access to the site from the north end is off a lane shared with the neighbouring cottage and other properties to the north-east. A double garage building of poor quality lies just inside the boundary with a pull in area that supports a further two to three cars (see images below show driveway off private road (left), and double garage (right)).



SECTION 3: THE NEED FOR CHANGE:

3.0 The need:

- The existing garage is run down and ugly. The size as an old 'double' is not sufficient to pull in with modern cars. The owners are looking to replace this with something more attractive and practical.
- The owners have been in the house some time and are looking to increase the size of the accommodation they have with a third bedroom and family kitchen/dining room.

3.1 At first floor the current room arrangement at first floor provides a narrow bathroom, and two relatively tight bedrooms, neither of which provide sufficient space for clothes storage.



Top left: Principal bedroom

Top right: Family bathroom

Middle left: Sitting room and inglenook

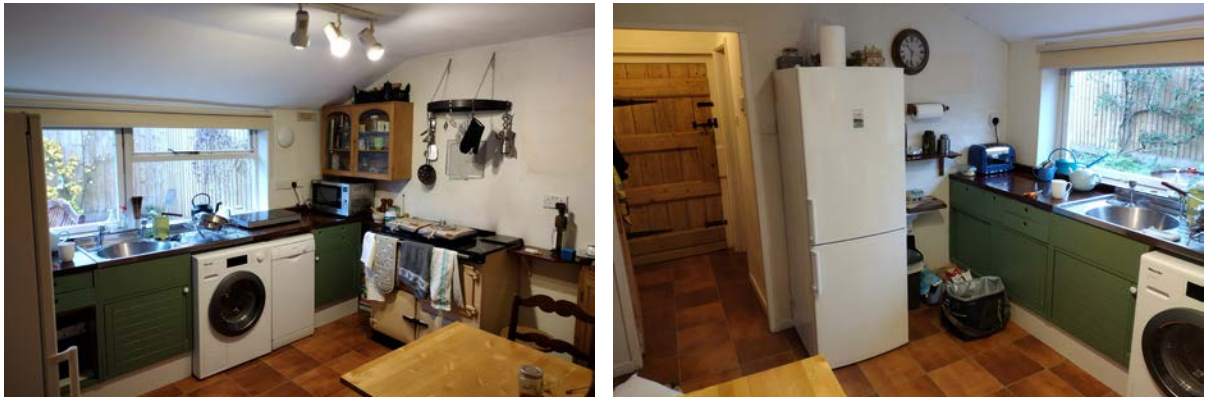
Above right: Existing WC/Shower

Bottom left: Sitting room with view of stairs and front door

- 3.2 At ground floor in the house, the main sitting room is spacious and characterful. There is no intention to change this. However, to the rear, the access is through the conservatory which although has some outlook into the large garden sits against the southern side of the house and is a space that is seldom environmentally comfortable. It is used only as a large entrance porch and storage space which one passes through on the way to the kitchen and wc/shower room (photos below).



- 3.2 The kitchen and downstairs wc/shower room lie in a single storey rear lean-to. The kitchen is currently at the farthest point from the dining room and looks onto the smallest area of garden to the rear up against the boundary fence with no outlook (photos below).



- 3.4 The ambition is for a modern kitchen/dining space that makes a better direct connection with the garden to the other side of the house, where the neighbouring property's garden is not in such close proximity and there is outlook into the cottage's large garden.

**In summary, the proposal is to
Demolish the conservatory and double garage**

to then

Create an extension at the rear of the property providing:

- third bedroom with ensuite shower room
 - improved family bathroom
 - modern kitchen/dining space
 - boot room/utility and wc

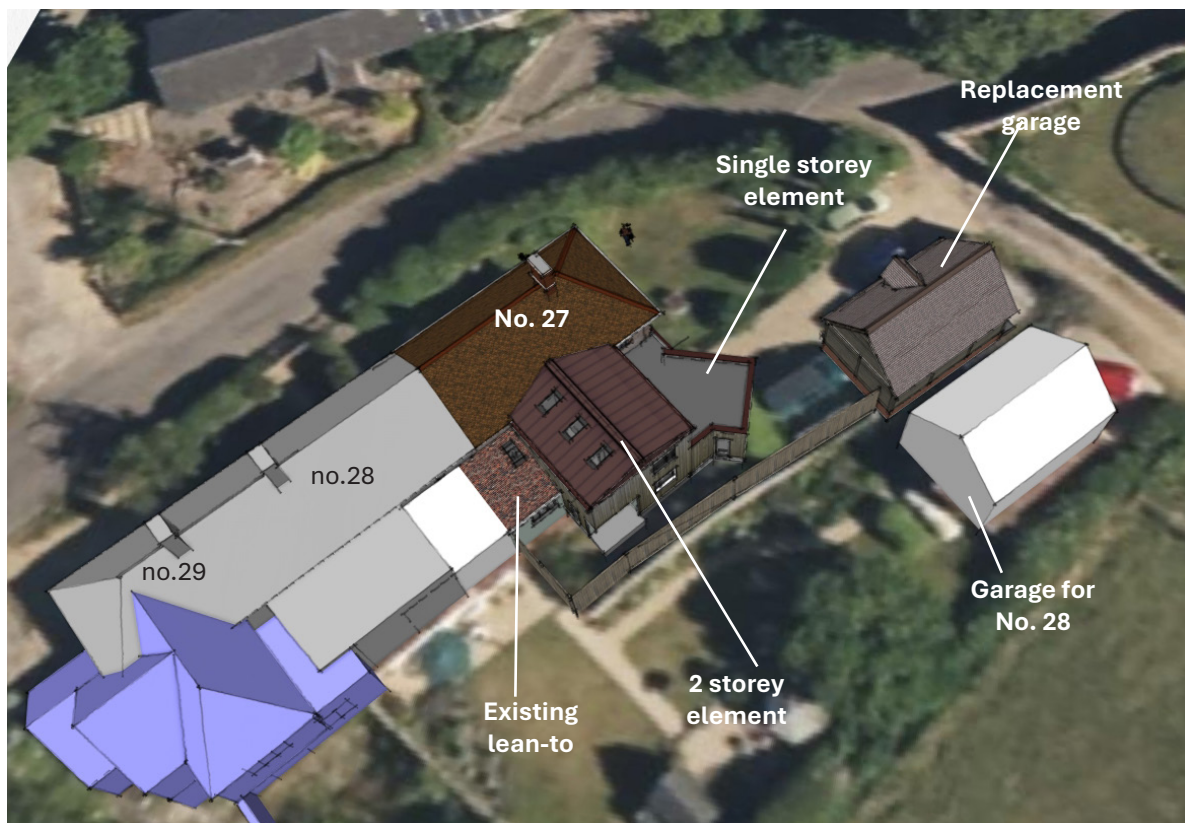
which include the following alterations to the cottage

- a new opening through the external wall at first floor level
 - a new partition wall at ground floor
- reinstatement of a doorway in a front window opening
- alterations to first floor to enlarge the principal bedroom

**with a replacement garage building
and associated changes to the garden landscaping**

SECTION FOUR: DESIGN APPROACH

- 4.0 The conservatory on the rear of the building is poorly considered being on the south facing side of the house - it overheats in summer and offers little by way of usable indoor space all year round. This would be demolished to be replaced with a new extension.
- 4.1 The intention is for the new extension to build over the existing lean-to, which will be retained in part adjacent to no. 28. The newbuild elements will be overtly modern, but materials are chosen to sympathetically accompany the weathered materials of the existing house.
- 4.2 The proposed extension is best explained in two elements:
- To the centre of the rear elevation a two-storey construction projects out, forming a 't' shape on the cottage with a shallow pitched roof. With this location, the massing is kept back from both the north end of the house, to allow the distinctive gable to remain prominent and avoid obscuring the first floor window, and the boundary on the south side.
 - Coming off the north side of the two-storey extension, a single storey continuation has been set on an angle, canted to give direct aspect over the main part of the cottage's garden. Where the extension joins the back of the house, the end wall is set back slightly from the house end, retaining the distinction of the house gable and the sense of an addition simply 'peeping' around the end of the cottage, with the modern roof overhang linking lightly at the corner

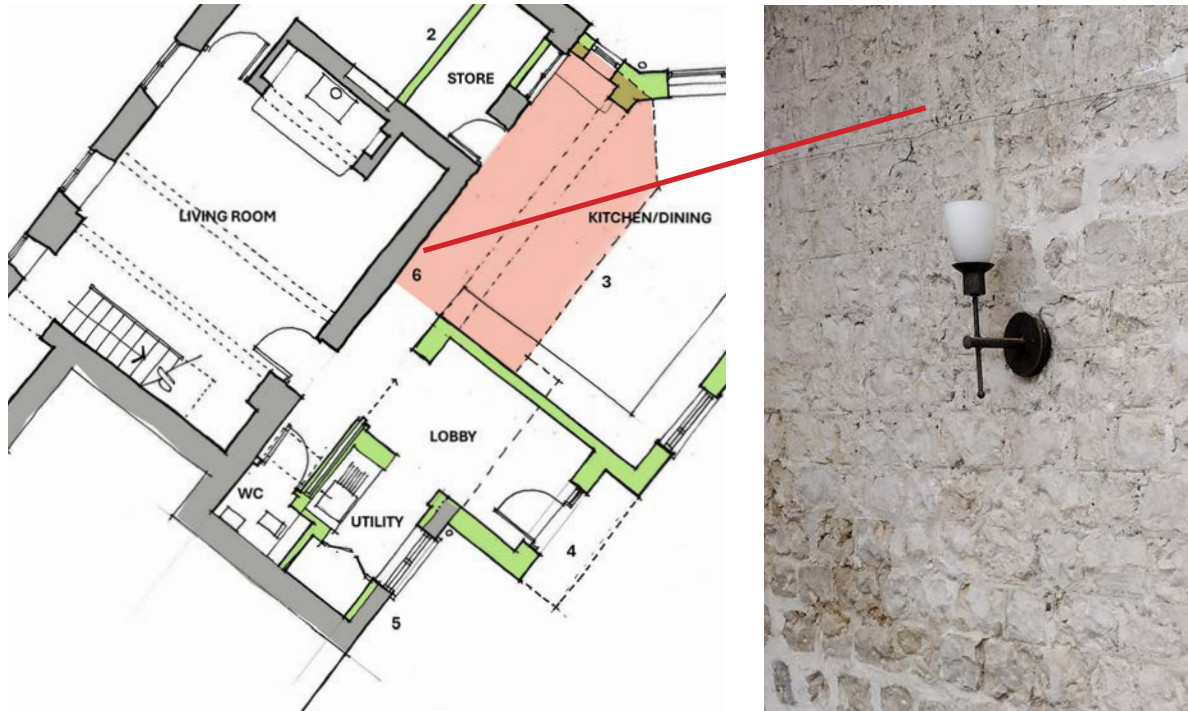


Above: Aerial view of model from the south, with proposed extension and garage

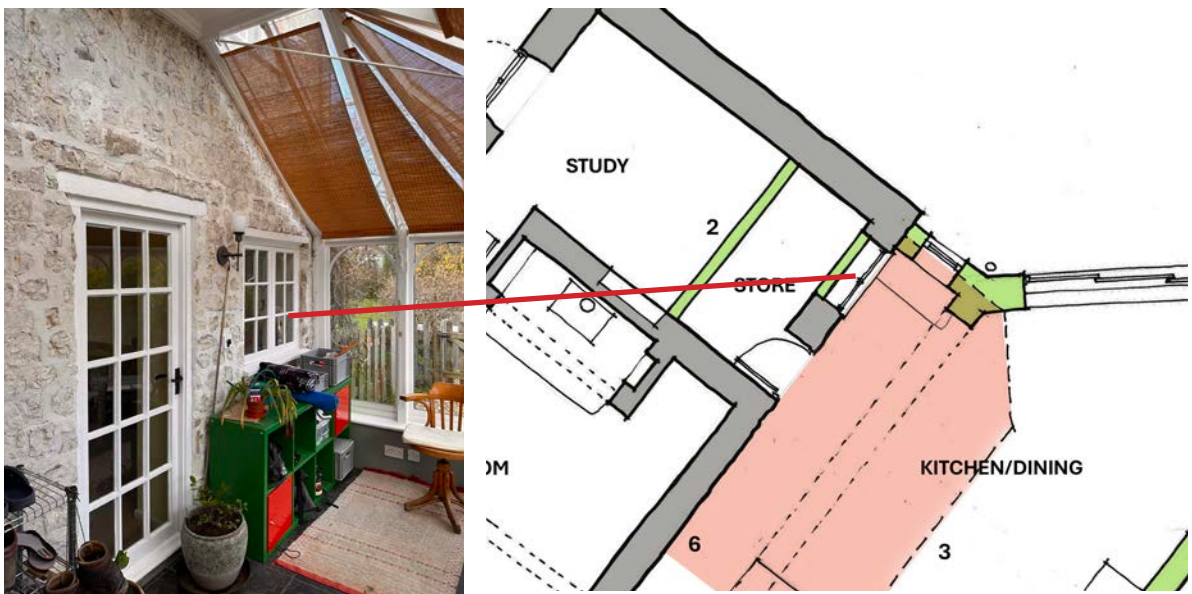
No.27 and it's proposed new extension is coloured, the remainder of the terrace (28 and 29) in grey
Massing shown in purple indicates a previously approved extension to No. 29

DESIGN DETAILS WITHIN THE SCHEME:

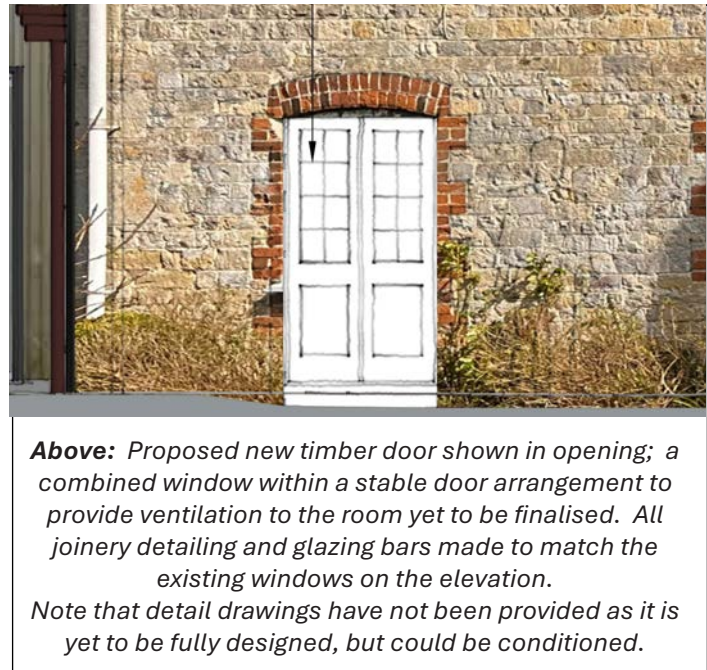
- 4.3 At ground floor the extension design internally would provide for a long 'corridor' across the back of the original cottage separating the house rear wall from the new rooms and opening up into the large family kitchen/dining space. In the open plan kitchen this would be defined by downstand beams and the end feature window seat. This 'corridor' would strengthen the sense of the extension being set off from the main house and, importantly, allow the stone wall of the cottage (below right) to remain visible as a strong defining internal feature .



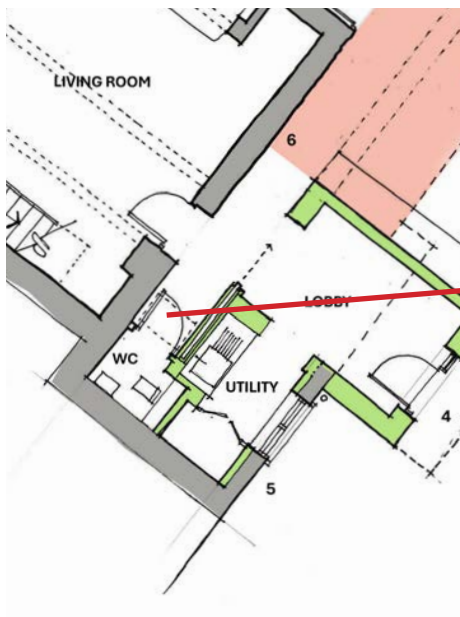
- 4.4 Within the main cottage at ground floor, the end room (former dairy) would be divided into two spaces by a lightweight partition beside the once fireplace (now a simple brick recess with radiator fitted within). The east end of the room would retain the existing openings on the rear wall of the house inside the conservatory (see image below left) and the smaller space to become a pantry/store off the new kitchen with the window becoming a display cupboard accessed from the new extension using the existing windows with external catches.



- 4.5 The northernmost window on the front (west) elevation was once a doorway, evidenced by the brickwork externally forming quoins for an opening going to ground. The proposal looks to reinstate a doorway here with a glazed door - a stable type with window that matches the others on the front elevation for detailing and provided ventilation to the room, which would become a home office for the owner.

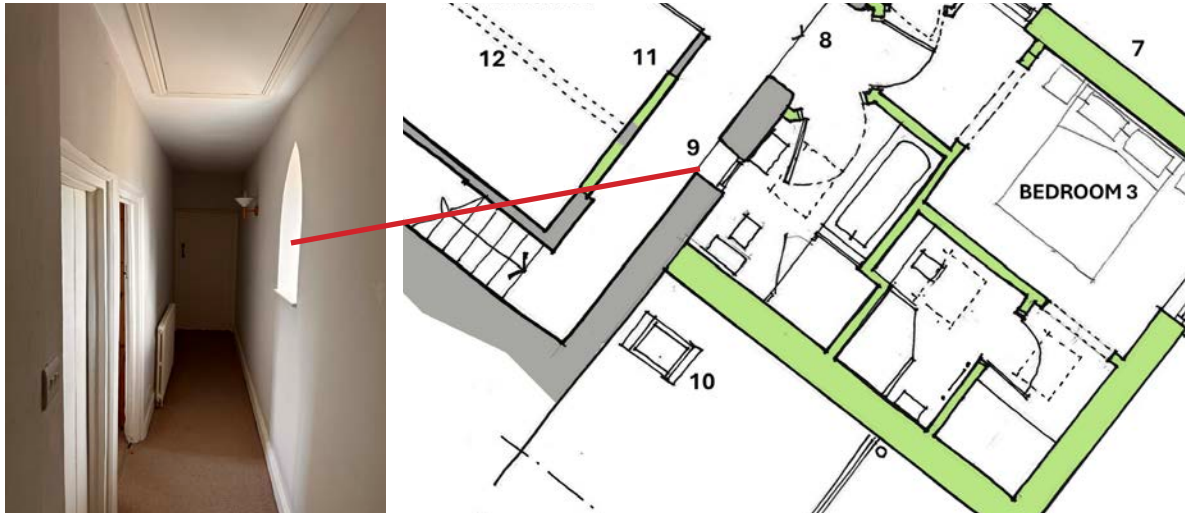


- 4.6 The lean-to would remain at the southern end of the house, built over with the new two storey section but not affecting the neighbouring property. A rooflight would be added into the pitch over the corridor, ensuring that journey from living room to kitchen/dining is naturally light-filled.
- 4.7 3 no. Velux rooflights in the two storey extension ensure that no windows at first floor overlook the neighbours private garden areas to the south, and only one window for the bedroom looks out towards the south-east. Due to the restrictions of the area being 'dark skies', these rooflights will all have blackout blinds fitted.



Above: Arial view of model, showing two storey extension with cutaway at ground floor to form porch area for back door

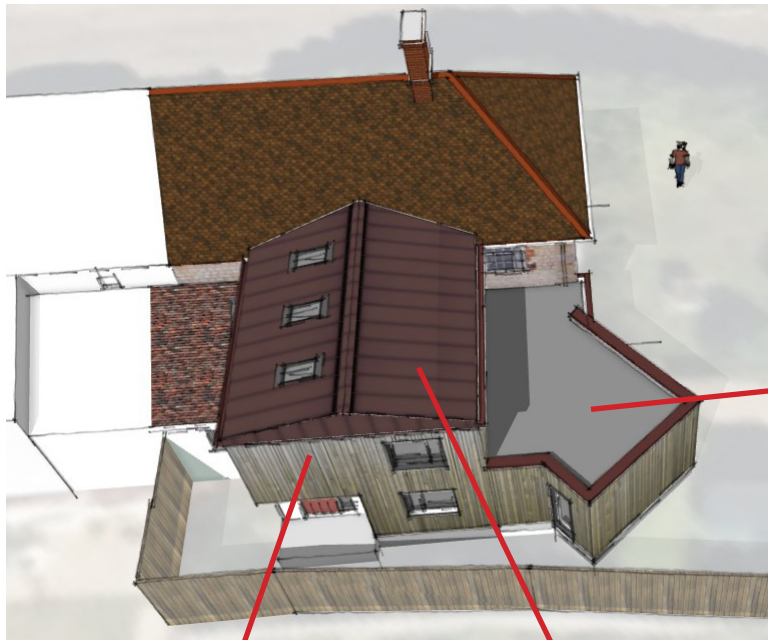
- 4.8 At first floor, a single new opening would be made in the wall centrally on the property to connect into the new extension. This would be a widened doorway for access to both family bathroom and the new bedroom with en-suite. The lightweight partition wall and bathroom would be removed to form a larger principal bedroom that provides sufficient space for clothes storage, wardrobes etc. The landing wall would be adapted to have just one door from the bedroom.
- 4.9 The arched feature window would remain in situ and intact still lighting the landing (see image below left) via borrowed light from the bathroom rooflight above which benefits from strong south light.



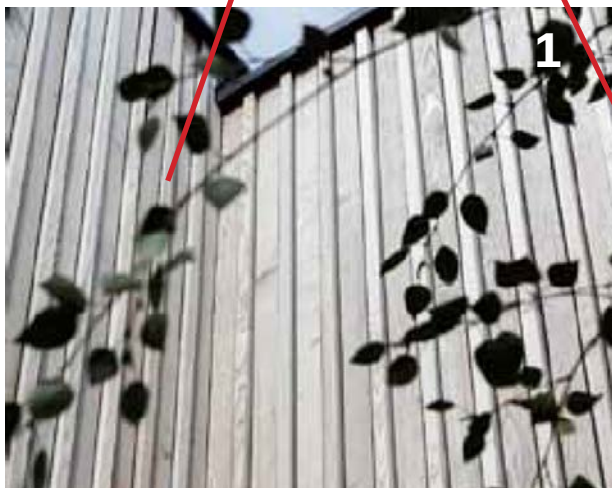
4.1 Materials:

The extension has been designed using a combination of traditional materials that match the existing house and modern fittings that will complement but contrast with the property, and ensure the extension reads clearly as something of the 21st century.

- **Walls:** External walls of the building would be clad with well detailed vertical timber boarding (1) that would give a modern, crisp look to the building and over time fit well with the building's softer tones. Image shown here right is only indicative of the cladding style
- **Roof:** (2) The roof of the two-storey element would be shallow pitched, keeping it of low profile and minimising the massing of the proposal against the cottage, ensuring that the ridge of the terrace with its three chimneys remain visible from the north. Covered with 'Pigmento brown' zinc cladding the roof would offer a subtle but distinctive contrast from the original house, promoting its own language but maintaining a deferential approach to the original building's prominence. The single storey element would be a flat, grey single ply or EDPM rubber covered surface (3) with a raised parapet that would be capped off with zinc, matching the higher roof to tie the elements together visually
- **Rainwater goods:** Integrated (hidden) within two storey roof - downpipes to match zinc roof.
- **Windows/doors:** Glazing for the windows and kitchen doors will be powder coated aluminium.



EXAMPLE IMAGES



SECTION FIVE: PRE-APPLICATION AND FEEDBACK

- 5.0 A pre-application submission was made in July 2025 when the submitted scheme was presented for comment and Council feedback. Feedback from this process was received in October 2025 which concluded that:

“The preapp proposal is potentially acceptable, subject to the resolution of some key issues..”

- 5.1 Issues raised at pre-application are listed below where each are addressed in more detail
The relevant Core Policies in adopted Wiltshire Core Strategy (WCS) are considered to be:

- Core Policy 50 Biodiversity and Geodiversity;
- Core Policy 51 Landscape
- Core Policy 57 Ensuring High Quality Design and Place Shaping;
- Core Policy 58 Ensuring the Conservation of the Historic Environment;
- Core Policy 67 Flood Risk.

5.2 **Ecology and Biodiversity:**

- **Issue:** Being a householder planning application it is exempt from the requirement to delivery Biodiversity Net Gain (BNG). The site is within the Salisbury Plain Spa 6400m buffer zone giving special regard to the impact on bats, considering the demolition works of both the conservatory and the adaptation to the lean to roof.
- **Response:** A Preliminary Roost Assessment has been carried out on the property and is submitted along with the application.

5.3 **Landscape:**

- **Issue:** The site falls within a former AONB (now the Cranborne Chase National Landscape Area - CCNL) and policy requires that special regard is given to ensure that proposals protect, conserve and, where possible, enhance the character and quality of Wiltshire’s Landscapes. In addition to ensuring that the design addresses this, the management plan of the CCNL strongly encourages the dark night sky initiative.
- **Response:** The rooflights proposed have been made as small as possible - it should be stressed that there is a need for natural light and ventilation to the rooms they serve for health and wellbeing, and their use ensures issues of neighbour amenity or overlooking has been avoided. The rooflights will incorporate blackout blinds to safeguard the night sky.

5.4 **Design and Impact on the Character and Appearance of the Area:**

- **Issue:** WCS Policy 57 seeks to ensure that all development proposals are of a high standard of design that responds positively to the local context and contributes to a sense of place.
- **Response:** The design of both extension and garage have been carefully compiled to ensure surroundings are considered and the impact of development on the settlement is both minimised and appropriate to the landscape character.
- It is worth stating that the extension will not be particularly visible from any public view and only seen from the entrance drive or the neighbour’s garden. Images on the following page show views of the site from the road, approaching in both directions (1-4). The hedge on the property’s garden boundary and the rise in levels from the road mean that the extension itself is unlikely to be seen unless entering the site. With site entrance set off from the road and accessed via a private lane that lies tight against a high brick wall, the new garage will be seen more readily.



Above left column: Images from the road, on approach from the north side running 1-4
Above right column: Images from the road, on approach from the south side running 5-8
 Taken in **summer 2025** - evergreen vegetation predominates and screens most of the year

5.5 Design and Impact - Ensuring the Conservation of the Historic Environment:

- **Issue:** WCS Policy 58 requires development to protect, conserve and, where possible, enhance the historic environment, including the character and setting of heritage assets. The cottage is listed Grade 2 as part of a Group value with cottages no. 28 and 29.
- Preapplication response confirmed that:

“The Council’s Conservation Officer was consulted on the preapp and, in general terms, is supportive of your proposals, subject to satisfactory submission of a detailed heritage report and a preliminary assessment of significance, to be supplied in the event of a submission of an application.

also that the Conservation officer expressed reservations about the two storey extension’s potential to block views to the hills beyond, in glimpsed views from the road.
- **Responses:**
- A Heritage Statement has been submitted along with this application. Full description and detail surrounding the changes been included within the that Statement and is not replicated here.
- In respect of the reservations regarding the 2 storey extension: Distant hills can be briefly be seen, glimpsed from the road (photo 2 on previous page) but it is more likely that the garage would be the building block views from here, than the extension. The extension is much less likely to be visible, so far set back in the site at the point distant hills are seen glimpsed in passing from the road, as the ground on the road falls away as it passes the entrance to the lane too.

5.6 ILLUSTRATION OF THE PROPOSAL IN SITU TO DEMONSTRATE THE POINT ABOVE:

- The following page (p.16) provides images to show the view and where one sees most of the distant hills glimpsed from the road and how it is affected.
- The photo at the top is the view as existing. This is taken in autumn, when the lush summer seen on the previous page of illustrations is not as full or dense.
- The image at the bottom is the same photo with the proposed garage and extension added to it as a photomontage. It demonstrates that whilst the garage will be visible (as the current one is) the angle of the pitched roof slope suggests very little of the visible distant view will change. It shows too that in fact the extension, being set back into the site off the rear of the house, will not be visible at all behind the evergreen trees on the corner of the site.
- The extension may block some of the distant hills view from the lane, but this is on private land. This obstruction will likely be worst from the applicant’s entrance driveway on approach where only a small portion will be seen between the garage and the extension. The images on p.17 demonstrates this situation, where a small glimpse of the hills can still be seen between the extension and the garage.
- From the main garden of the house, however, to the north side, views of those hills are more open again to both the east and west sides of the property. The images on p. 18 demonstrate this situation.
- **In summary, the extension will not block views of the hills from the road and public realm. Although it may block some view of these hills from the applicant’s own entrance drive approach, it will not from within the garden of the cottage itself. It is submitted that this minor change will not be detrimental to the setting of the cottage in the landscape setting nor affect the character and appearance of the area.**

PHOTOMONTAGE ILLUSTRATIONS



VIEW FROM PRIVATE LANE
Existing



Proposed



5.7 Replacement Garage:

- **Issue:** Pre-application requested further details of the proposed garage use, particularly in relation to the proposed dormer window.
- **Response:** The garage is proposed for car storage, and working on the car itself, being marginally wider than a single garage to give space to the side of the car once it is stored. The reorientation of the garage allows the car to be driven into the garage from the lane, pulled back from the edge of the lane onto the applicant's land to enable turning into the doors. This matches the position of the neighbour's garage adjacent. Further benefits are to retain an additional space to the front of the garage for visitors to pull in, and generally improve the ability to turn out of the driveway. The dormer will provide high level natural light for the workshop below, in the 1.5 storey height of the space.

5.8 Neighbour's amenity:

- **Issue:** Pre-application comments requested that neighbouring amenity needed to be addressed to ensure that No.28 is not harmfully impacted on by the proposals suggesting that *"close proximity of the two storey proposal to the rear of the immediate neighbour at No. 28. The extension has the potential to harmfully impact on this property by way of being overbearing and possibly overshadowing. In the event of a submission, these aspects would need to be discussed in the covering statement, likewise, these neighbours would be neighbour consulted and so any objections raised would need to be successfully addressed"*.
- **Response:** The neighbours have been consulted on the scheme and have raised no objections to the proposal. The proposal deliberately includes rooflights to avoid there being any high level windows on the first floor directly overlooking them. The extension is set back from their boundary leaving only the single storey lean-to against the fence. The extension sits wholly to the north of the adjacent property, so there will be no overshadowing issues. The image below shows the appearance of the proposal when viewed from their side.



- 5.9 **Highways Safety and Parking:**
- **Issue:** Pre-application noted that the scheme would continue to use the existing access, but requested clarification as to whether the new garage building would be utilised for car parking or storage purposes. The Council's adopted car parking strategy states that for where there are four or more bedrooms there is a requirement for the provision of three off road car parking spaces.
 - **Response:** As stated above, the garage is for parking. In total the property will be three bedrooms including the new bedroom in the extension. Parking on the site, notwithstanding the space within the garage will still support 3-4 cars which is demonstrated on the site plan.
- 5.10 **Flood Risk and Drainage:**
- **Issue:** Pre-application noted that The property lies partially within an area that is deemed to be Flood Zone 2. Whilst exempt from the sequential test being a householder development of less than 250m², and are minor in nature, the proposed scheme should have adequate preventive measures undertaken.
 - **Response:** A separate Flood Risk Assessment has been provided with this application.

SECTION SIX: CONCLUSION

- 6.0 This application submission seeks approval for full planning and listed building consent for the demolition of the existing garage building and conservatory, alterations to the existing house with an extension, part 2 storey, as well as a replacement garage building.
- 6.1 The intention is to improve the quality of the accommodation within the cottage and provide an additional bedroom, with a modern kitchen/dining room that gives onto their large garden.
- 6.2 It seeks not to mimic the existing building but add an overtly modern, but tonally 'sensitive' proposal that would be subservient in nature and designed to minimise impact on the historic fabric as well as the neighbouring buildings.
- 6.3 In January 2023, proposals were approved for the extension of No.29 at the south end of the terrace (Application ref: PL/2022/06893), which added a similar amount of new development onto the existing cottage within a more restricted garden (shown in purple in the graphic on p.8).
- 6.4 This design for Corton Glebe cottage is an addition of similar proportions, though with lower pitched first floor roof covering that would be more deferential to the existing cottage.
- 6.5 Guidance was sought through a pre-application process for the development and Section 5 of this Design and Access Statement looks to address in more detail at all the points which were raised at that time.
- 6.6 Both garage and extension for the property have been very carefully and thoughtfully designed with mind to the impact on the listed building and its setting, neighbours' amenity, surrounding landscape and the character of settlement. We believe that it represents good modern design that will complement the existing property that meets all necessary policy requirement, and respectfully suggest that it be granted consent.