

Development Management, Economic Development and Planning,
County Hall, Bythesea Road, Trowbridge, BA14 8JN
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Application for a Lawful Development Certificate for a Proposed Use or Development

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	
Suffix	
Property Name	Tilshead Village Hall
Address Line 1	High Street
Address Line 2	Tilshead
Address Line 3	
Town/city	Salisbury
Postcode	SP3 4RX

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

Easting (x)	Northing (y)
403437	147940
Description	

Applicant Details

Name/Company

Title

Mrs

First name

Catherine

Surname

Caesar

Company Name

Address

Address line 1

Tara

Address line 2

Tilshead

Address line 3

Town/City

Salisbury

County

Country

United Kingdom

Postcode

SP3 4SF

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

- ☐ Yes
☒ No

Does the proposal consist of, or include, a change of use of the land or building(s)?

- ☐ Yes
☒ No

Has the proposal been started?

- ☐ Yes
☒ No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

We are planning to improve access and safety of the area outside our village hall. This will involve making the ground more level and even, adding some wider paths and some hardpaving for improved access and adding railings of not higher than 1m around the area to prevent children running out onto the A360 that is adjacent to the hall.

We have had correspondence with Jonathan Maidman ENQ/2025/00297 regarding this and were advised that 'the proposals would likely be permitted development' but that once the details were finalised it was recommended that we ask for a lawful development certificate.

The aim of the work is to make our hall inclusive, by widening and improving access, and safe for children so that the hall can continue to be an asset to the village.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

I include a plan of the intended ground work and pictures of the intended fencing which has been chosen to work with neighbouring properties.

Select the use class that relates to the existing or last use.

F2 - Local community

Information about the proposed use(s)

Select the use class that relates to the proposed use.

F2 - Local community

Is the proposed operation or use

- ☒ Permanent
☐ Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

Having spoken with the council and read your advice we believe that this work does not require planning permission.
The work aims to enhance the location whilst making the space fit for purpose.

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

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:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

ENQ/2025/00297

Date (must be pre-application submission)

25/02/2025

Details of the pre-application advice received

Dear Catherine

Thank you for your enquiry relating to proposed works within the curtilage of the Village Hall. Part 12 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) allows local authorities (which includes Parish Councils) to undertake certain development/works without requiring planning permission. On the basis of your submission, it appears to me that the proposals would likely be permitted development provided the proposed fencing is a maximum of 1 metre in height when measured from ground level and not 1.1-1.2 metres as indicated in your enquiry.

I recommend that the fencing is simple, metal estate fencing similar to what already exists nearby. The new hard surfacing should either be made of porous materials, or provision made to direct run-off water from the new hard surface to a permeable or porous area or surface elsewhere within the curtilage and not drain onto the public highway.

Once the proposals have been completely finalised, I would recommend you seek confirmation that planning permission is not required by submitting either a permitted development enquiry or application for a lawful development certificate (proposed). For further information please refer to the following: <https://www.wiltshire.gov.uk/article/1073/Do-I-need-planning-permission>

Please note that this advice represents an officers' informal opinion based upon the information you have provided. It is given without prejudice to any decision the Council may make on any subsequent application.

Please do not hesitate to contact me should you have any queries with the above.

Regards

Jonathan Maidman
Planning Officer

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

Interest in the Land

Please state the applicant's interest in the land

- ☐ Owner
☐ Lessee
☐ Occupier
☒ Other

If Other, please give the names and addresses of anyone who has an interest in the land and state the nature of their interest (if known)

***** REDACTED *****

Have they been informed of the application?

☒ Yes

☐ No

Declaration

I/We hereby apply for Lawful development: Proposed use 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

Catherine Caesar

Date

24/02/2026