

DESIGN ACCESS & HERITAGE STATEMENT

October 2025

Proposed Temporary Pop-up Shop

Wyvern Hall
High Street
Wylve
Wiltshire
BA12 0QR

Rev B Feb 2026

1.0 LOCATION

Wyvern Hall is the village hall which serves Wylfe & the surrounding area in West Wiltshire, the hall lies to the north side of the village close to the historical village boundary formed by the River Wylfe.



Fig 1 – Front elevation of building to High Street

2.0 BACKGROUND TO THE REPORT

This report has been prepared in support of the planning application submitted to the local authority in order to obtain approval for the proposed works, the application includes the following:

- **Erection of a temporary village shop**
- **Alterations to the associated outside space**

The design proposals have been prepared following discussion and development of a brief with the client and are considered to be a high-quality design which is sensitive and in proportion to the existing building, its neighbours and the wider context. Materials have been carefully chosen to maintain the character of the area and to reflect the setting.

The proposals do not seek to overdevelop the site and, in our opinion, offer harmony, proportion and balance all elevations, massing and appearance.

In addition to these general principles the proposals have been prepared to reflect the information given in the planning advice documents from the local authority. Attention has been paid to similar developments in the area which have previously been approved.

3.0 THE EXISTING SITUATION

There has been an existing village shop & Post Office in Wyllye for over 100 years serving the village & the surrounding communities.

In 2024 the shopkeeper passed away & business was taken over by the family who have been able to operate the business until earlier this year when they took the decision to close the business. Since this time the village has been without its Post Office with a small number of grocery items being offered for sale in the local pub.

Since the closure of the original business the Parish Council have been exploring options to open a community shop which they would own & operate as a commercial venture but rooted at the heart of the community including a shop & community Post Office.

Options to take over the existing shop premises have been explored but the current owners are unwilling to sell or lease the building to the community & the local pub do not see a commercial future in the small grocery offering they currently have available. Our application is being prepared to maintain a commercial offering in Wyllye along with a Post Office counter to serve the following areas & beyond;

<i>Wyllye</i>	<i>Hanging Langford</i>	<i>Steeple Langford</i>
<i>Little Langford</i>	<i>Serrington</i>	<i>Deptford</i>
<i>Fisherton de la Mere</i>	<i>Bapton</i>	<i>Great Wishford</i>
<i>Little Wishford</i>	<i>Stoford</i>	<i>Stockton</i>
<i>Sherrington</i>	<i>Boyton</i>	<i>Berwick St James</i>
<i>Winterbourne Stoke</i>	<i>South Newton</i>	<i>Dinton</i>

Wyvern Hall has external space available as part of an open area which they are keen to make available to accommodate the proposals.

This will allow sufficient space for the temporary building to be erected as well as allowing for sufficient parking & external space alongside the existing community facilities.

3.0 THE PROPOSALS

The works are intended to create a new community shop including a Post Office serving Wyllye & the surrounding area.

Additionally, the proposals will include the following which will be positive community asset for Wyllye & the surrounding area;

- **Post Office**
- **Community shop**
- **Local notice board (internally)**

It is proposed that the building will trade 7 days a week based on the following hours as an initial proposal but these may be lengthened depending on demand but not beyond 6pm in summer or winter.

Shop	Monday to Friday	8am to 6pm
	Saturday	8am to 6pm
	Sunday	8am to 4pm
Post Office	Monday to Friday	8am to 6pm
	Saturday	8am to 6pm
	Sunday	8am to 4pm

Schedule of Areas

The proposals would occupy the following areas based on GIA (gross internal area) / GEA (gross external area) for the shop & the overall footprint including the area occupied by the access ramp & external steps.

GIA	30 m²
GEA	35 m²
Footprint	47.5 m²

4.0 APPEARANCE & MATERIALS

Careful consideration has been given to the design and how it will impact on the building and its wider setting. As part of the design process, we have reviewed and responded to information provided by the local authority and believe that the proposed design offers the following in terms of its justification;

- **The design is well considered and of high quality**
- **Relationship between existing and new elements are complimentary / well proportioned**
- **Traditional materials and construction methods will be specified**
- **New materials will be selected to match or complement the existing material palette**

A full measured survey of the property has already been carried out and a further detailed survey will take place to identify and potential structural or material hazards moving forwards including the presence of asbestos or other materials hazardous to health.

The proposals are based around using a modular building to provide the main construction for the project, this will be a Portakabin which will be adapted to suit the needs of the project. These cabins offer exceptional financial value in term of build cost & associated construction time & as this is an application for a temporary permission are appropriate in the level of financial investment & outlay.

As a temporary permission for a village shop which is essentially a commercial venture we need to balance start up costs & initial investment against the viability of the business & the ability for this business to make a trading profit & therefore be sustainable for the duration of the temporary permission.

Should we be successful in our application & then successful in trading the business for the duration of the temporary permission we will be able to evaluate the commercial success of the business at this time & look at a further permission to secure the long-term future of this community asset.

While a Portacabin may initially seem a unusual solution for such a rural location we are proposing to use a fabric cladding to re-present the elevations so that the character of a village shop is recreated, this design will be based on the original village shop which has now ceased trading. This design is shown on the proposed elevations (those which are street facing) & will be executed by a local artist whose design will be based on the shopfront of the existing, but now unfortunately closed, village shop.

In terms of services & plant for the building there will be no need for any external plant or refrigeration units to be fitted externally with all unit to be installed internally as part of the shop equipment.

5.0 ENVIRONMENT & SUSTAINABILITY

Where economically feasible it is intended to use sustainable materials and employ environmentally friendly techniques. The efficient use of water will be promoted during the building phase and all disposable materials will be collected by a reputable local firm for recycling where possible.

Local materials such as timber will also be specified for the proposed works and it is hoped to appoint a local builder to carry out the works thus helping to maintain and sustain the local economy.

It is assumed that the development will include low energy light fittings and low water use sanitary ware with appropriate controls. It is also assumed that all new white goods and other fittings will be energy efficient. The proposed design has window area capable of providing good natural lighting and a pleasant internal environment, this arrangement will reduce the need for additional artificial lighting.

Materials & Recycling

We are hoping to use a contractor who is registered with the Considerate Construction Scheme but at this stage cannot confirm the identity of the main contractor as the project will be costed with a formal tender process. We will ask for the appointed contractor to provide a Site Waste Management Plan (SWMP) as part of their tender return to include sustainable procurement measures being used to minimise the generation of waste during the construction process. We will also ask that they separate the types and quantities of waste that will be generated during the demolition and construction phases to aid with sensitive recycling & potential reuse as well as providing a waste management hierarchy.

Overheating

The fenestration & ventilation strategy for the building will assist in avoiding seasonal overheating.

Carbon & Demolitions

There is no proposed demolition of any external built form or element to impact carbon or demolitions.

Water Use

We propose a grey water system as part of the works which will connect to the existing surface water drainage system & allow for the reuse of this water for suitable activities such as gardening & landscape maintenance.

Electricity Use

Light fittings will have an excellent energy rating with PIR sensors in common areas to avoid lights being left on when not required, we will also use the highest rated fittings & lumières for the installation of all fixtures & fittings.

Climate Change

It is proposed to install internal shutters & cross flow ventilation to assist in the management of climate change.

Foundations will only be shallow pad type footings of no more than 250mm depth so there will be no damage to tree root zones etc.

Additionally, the design has the proposed building located over 20m away from the River Wylfe to avoid any conflict with planning policy.

Services will be fed from the existing supply at Wyvern Hall but the use of additional thermal insulation within the shop will seek to minimise heat loss, energy use & utility bills.

6.0 REFUSE & RECYCLING

The existing arrangements for the hall will remain in place in terms of refuse, waste and recycling bins but will have additional capacity provided with a private commercial provider to give separate capacity to the shop. These will be stored within a dedicated bin & refuse area (refer to proposed block plan) & then placed in the forecourt for waste collections which will be carefully managed to ensure the flow of traffic & pedestrians is not impeded.

The shop will be managed as part of the village hall so that bin & refuse collection can be co-ordinated / timed to be outside of peak hours so that traffic flow on & off site is not interrupted.

There will be recycling provision on site & also careful management of all waste including food waste being offered for compost etc. to minimise the “waste footprint” of the business.

7.0 ECOLOGY & PROTECTED SPECIES

The proposals are located over 20m from the River Wylfe to avoid any concerns regarding planning policy in this area & as noted above any foundations will be less than 250mm in excavation.

There is no work proposed within 20m of any trees whether these are located on the site or in the neighbouring areas, so we do not believe a tree consultation is required nor an arboriculture assessment / report.

The proposals do not impact upon protected species, hedgerows or other ecological assets & the temporary nature of the application means that the proposals are exempt from biodiversity net gain as can be confirmed by the project ecologist.

8.0 LANDSCAPING

The proposals include works to the existing fencing & parking areas on site but these will be proposed to match the existing materials to maintain the overall character of the site; there will be no change to the overall biodiversity of the site.

9.0 FLOOD RISK

Despite the proximity of the river the proposals involve a finished floor level (FFL) which is 150mm above the existing ground level to mitigate the flood risk with the proposals not increasing the flood risk on the site or in the wider area.

10.0 ACCESS

The proposed works do not change any vehicle access arrangements associated with the property.

We are proposing to increase the overall number of parking bays in line with advice from the local authority which was part of the feedback from the pre-application advice submission as follows (figures below relate to the proposed scheme);

- 13 standard parking bays
- 1 disabled parking bay
- 1 EV charging point (included within one of the standard parking bays)
- 2 cycle parking spaces

The same co-ordinated strategy for the timing of refuse collection will be used for deliveries to service the shop so that any deliveries are scheduled for times when the main hall is not in use so as to allow for the easy flow of materials & no impact on movement across or around the site.

11.0 HERITAGE

The property is not listed but there is a listed building opposite, Perrior House (list entry number 1198013) but these proposals are located over 40m away from this building on the opposite side of the road so in our opinion do not have any adverse impact on the character or setting of this or any other listed building.

The printed fabric “wrapping” of the building will also assist the scheme in settling into its location with the traditional design which will be printed.

12.0 PLANNING POLICY / COMMUNITY BENEFIT

The proposals will create new jobs in the rural economy which is a key matter which is encouraged at local, regional & national level as well as maintaining the Post Office service in the village & a commercial shop to serve Wylfe & the surrounding villages.

13.0 CONCLUSION

It is our belief that this statement addresses the mandatory requirements for a Design, Access & Heritage Statement.

It has been also been demonstrated that the proposals would secure a number of planning and heritage benefits which will enhance the local economy & provision of business & employment in the rural environment, while meeting the objectives of development plan policy and the NPPF.

The proposal has been carefully developed and designed to be relative to its location and the wider site. It is our belief that the proposed development will work in harmony with the existing property, the neighbouring buildings and the surrounding landscape while causing no negative impact on any listed building or the overall character of the area.

As a result, we hope that we have justified the development and that this application will be supported by the authority.