

Development Management, Economic Development and Planning,
County Hall, Bythesea Road, Trowbridge, BA14 8JN
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Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas 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	5
Suffix	
Property Name	Barton Steps
Address Line 1	Newtown
Address Line 2	
Address Line 3	Wiltshire
Town/city	Bradford On Avon
Postcode	BA15 1NF

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

Easting (x)	Northing (y)
382278	160865
Description	

Applicant Details

Name/Company

Title

Mrs

First name

Joanna

Surname

Hill

Company Name

Address

Address line 1

Barton Steps

Address line 2

5 Newtown

Address line 3

Town/City

Bradford-On-Avon

County

Country

United Kingdom

Postcode

BA15 1NF

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 Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Further to the planning permission granted against planning application reference number PL/2024/03209 and listed building consent application PL/2024/03429 in reference of an extension to the lower ground floor of the existing house, internal alterations and recovering of the existing roof, we have submitted a non-material amendment form to request a change to the originally planned materials for the extension new roof. This Non material change to a planning permission - reference number PL/2025/04064 was approved on 19.12.2025 and advised that a listed building consent approval will be required in addition.

This submission is for that listed building consent for the change of materials to the new part of the roof. No other changes to the original listed building consent or planning, are requested at this stage.

Has the development or work already been started without consent?

- ☐ Yes
☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
☐ Grade I
☐ Grade II*
☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
☐ Yes
☒ No

Demolition of Listed Building

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

- ☐ Yes
☒ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes
☐ No

If Yes, please describe and include the planning application reference number(s), if known

Listed building consent reference: PL/2024/03429 (approval for all aspects of change with conditions given in 11.07.2024)

Planning Permission approval reference: PL/2-24/03209 (for whole build)

Approval of non-material change to planning regarding extension roof: PL2025/04064

As per previous question, this application seeks to make no amend to the planning permission or previous consents other than that detailed in the non-material change request, to alter the material of the roof proposed in the initial application to that of a more sustainable and environmentally friendly solar roof

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

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).

I have answered no to the question regarding changes to the interior of the building as this is covered in a previous listed building consent application and proposes no further changes to this. If this is incorrect and I need to include all changes as per the previous submission even though not changed please change to yes.

I have included the original architects drawings from the original plans that were previously approved, these require no change. These are drawings;

Curtis Cryer Architects drawing 2090/000.....Location Plan

Curtis Cryer Architects drawing 2090/001..... plans, sections, elevations - as existing

Curtis Cryer Architects drawing 2090/003.....block plans.

To demonstrate the change for approval the document "CAD 0290-411C 26.02.26" has been attached which shows new elevations as previously approved and a new description of the roof for the new extension demonstrating the requested change of materials from proposed double-clay roman riles to a standing seam metal roof.

Curtis Cryer Architects drawing 2090-314E has been attached as per previously approved plans to show the rafter setting out of the roof. Again, no changes are requested to this design to that previously approved. They are included to show means of structural support, location, and demonstration that this is not part of the existing house.

I have also included

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

Type:

Roof covering

Existing materials and finishes:

None- this is a new part of the building for which this consent is required. In the original application clay double roman tiles were proposed and accepted for this extension.

Proposed materials and finishes:

Replace the proposed tiles to the side extension with a standing seam metal roof which can generate electricity.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☐ Yes

☒ No

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☒ Yes

☐ No

If Yes, please provide details

Our neighbours have all been part of the previous consultation and approval. They were happy with proposed works that were approved. We have discussed changing to solar roof - all supportive of a far more environmentally and sustainable material being used. There will be no visual impact on community at all and anything that supports sustainability in the local area is welcomed.

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

PL/2025/04064

Date (must be pre-application submission)

23/10/2025

Details of the pre-application advice received

We have been liaising with Fiona Webb as Conservation Officer and Steven Vellance as Planning Officer in regards to the submission of a non material amendment form. The date above is when we responded to Ms Webb's initial queries regarding the materials proposed, manufacturer and images. These were all supplied in October with permission for the NMA coming in 19th Dec 2025 after providing all the information requested. A lot of documentation was provided in this process and subsequently approval provided as the conservation and planning officers both comfortable with the proposal.

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

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

- ☒ The Applicant
- ☐ The Agent

Title

Mrs

First Name

Joanna

Surname

Hill

Declaration Date

13/01/2026

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent 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

Joanna Hill

Date

01/03/2026