

25 February 2026

Our Ref: LPC.6093

Mr Daniel Jacobs
Planning Officer
Planning Services
Wiltshire Council
County Hall
Bythesea Road
Trowbridge
BA14 8JN

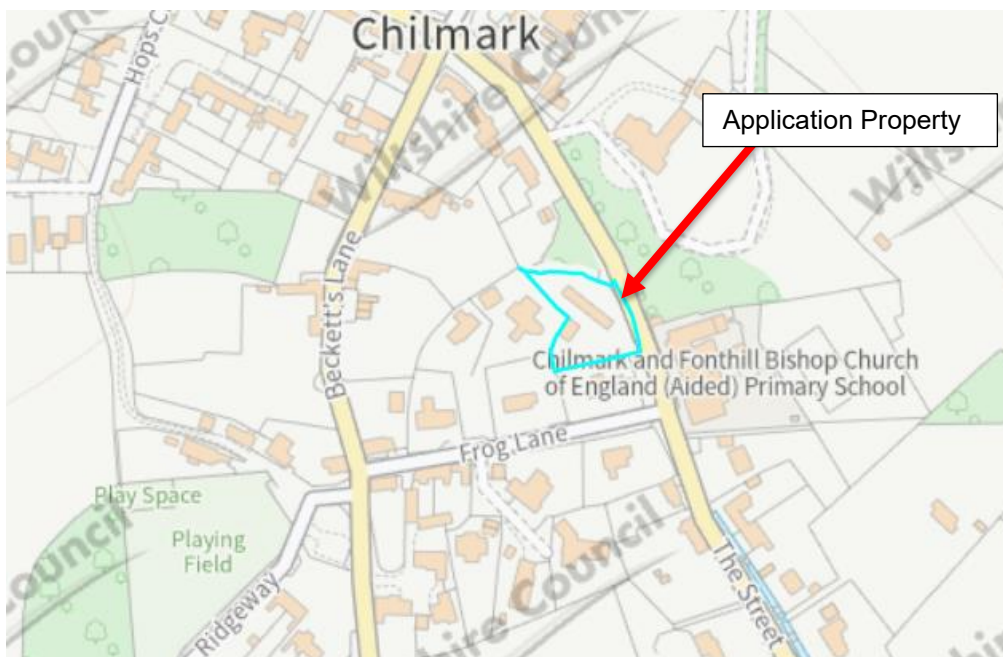
Dear Mr Jacobs,

**Town and Country Planning Act 1990
Proposed Extension, Porch & Store at
The Old Post Office, The Street, Chilmark, Salisbury, Wiltshire, SP3 5AR**

I am instructed by Mr and Mrs Lewis to submit a householder application for proposed alterations and extensions of the dwellinghouse at The Old Post Office, The Street, Chilmark, Salisbury, Wiltshire, SP3 5AR

Site Description & History

The application site comprises a residential property, known as The Old Post Office, located within the built up area of Chilmark, as identified on the Location Plan below:



Location Plan (Source: Wiltshire Planning Explorer)

LPC (TRULL) LTD
TRULL, TETBURY
GLOS, GL8 8SQ
Tel: 01285 841433
www.lpctrull.com

The Old Post Office was added to the List of Buildings of Special Architectural or Historic Interest at Grade II in 1985. The building, then called The Post Office, was however damaged by a severe fire in 1997 and had to be rebuilt, in line with the planning permissions and listed building consents listed below.

A Statement of Significance was produced by Forum Heritage Services in 2018 which noted that when listed the Old Post Office, as shown in the photograph below, appeared to have had sufficient special interest to merit its designation as a listed building and the survival of the 19th century shop fittings would have made an important contribution to the special interest. However, due to the substantial loss of historic fabric and character internally caused by the fire and the requirement to rebuild the building, it was no longer justifiable to retain the building on the List of Buildings of Special Architectural or Historic Interest.



Photograph: The Old Post Office (pre 1997 fire)

The building was subsequently assessed for de-listing under the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) and was removed from The National Heritage List for England on the 05 February 2019 as it no longer meet the criteria for listing.



Photograph: The Old Post Office (as rebuilt)

The Old Post Office has now been used solely as a residential dwelling, falling within the 'C3 Dwellinghouse' Use Class of the Town and Country Planning (Use Classes) Order 1987 (as amended), for a significant period of time and the planning history of the property is material to the assessment of the development currently proposed and is as follows:-

- Application [S/1998/0132](#) – Reconstruction following fire – Listed Building Consent Granted June 1998
- Application [S/1998/1963](#) – Conversion of Detached Coach House Into Annexe – Listed Building Consent refused July 1999 due to the impact on the significance of the building and setting of Grade II Listed Building
- Application [S/1998/1962](#) – Change of Use / Conversion of Detached Coach House Into Annexe – Full Planning Permission refused July 1999 on the grounds of 1. impact on heritage significance, 2. neighbour amenity as a result of overlooking, and 3. concerns it would be a separate unit
- Application [S/2000/1402](#) – Change of Use from Post Office room to residential room – Refused Nov 2000 due to loss of community asset
- Application [S/2002/0784](#) – Alterations to Outbuilding (Curtilage Building) and addition of porch – Listed Building Consent granted June 2002
- Application [S/2002/0783](#) – Change of Use of Outbuilding & Former Shop Store Room to B1 (Embroidery) & Addition of Porch – Full Planning Permission granted Aug 2002 (subject to conditions and legal agreement)
- Application PL/2025/05068 – Change of use of former B1 use floorspace to C3 residential use (retrospective) with the erection of rear porch, installation of two roof lights and solar panels. Conversion of curtilage outbuilding to form an annexe to the dwellinghouse with associated works – Full Planning Permission granted 17 September 2025

The most recent planning application, reference PL/2025/05068, was granted full planning permission for two key elements, the first the operational development (building works) required to convert the outbuilding into an annexe, including minor alterations to the dwellinghouse itself, and retrospective permission for the change of use of the floorspace previously within the B1 'Office' Use Class to C3 'Residential' Use.

Proposed Development

The current development the subject of this planning application relates to a rear extension which would link the rear of the dwellinghouse to the existing outbuilding / the annexe to the created under planning permission PL/2025/05068. The proposed link extension would be built with a timber frame which will be timber clad with a clay tile roof to match the approved annexe. A lean-to shed is also proposed on the south side of the outbuilding and a porch on the rear elevation of the dwelling, both of which

This householder application follows a pre-application enquiry, reference ENQ/2025/01799, for the same developments. The feedback from the Local Planning Authority on the 14 February 2026 confirmed that the development is acceptable in principle but certain minor design alterations were recommended to ensure no harm to the character and appearance of the Conservation Area, National Landscape, or neighbour amenity. It was also recommended that the position of the site within a flood zone be acknowledged and addressed via a proportionate flood risk assessment. This planning application has been tailored towards addressing the feedback received to ensure planning permission can be granted. .

The planning application is supported by the following documents and drawings :

- Document. Application form
- Document. Community Infrastructure Levy form
- Document. Design and Access Statement by Pick Our Brains Architects
- Document. Flood Risk Assessment
- Drawing no.001. Title. Location Plan
- Drawing no.002. Title. Existing & Proposed Site Plan
- Drawing no.101. Title. Existing Ground Floor Plan
- Drawing no.104. Title. Existing Roof Plan
- Drawing no.121. Title. Proposed Ground Floor Plan
- Drawing no.124. Title. Proposed Roof Plan
- Drawing no.221. Title. Existing & Proposed North East Elevation
- Drawing no.222. Title. Existing & Proposed South East Elevation
- Drawing no.223. Title. Existing & Proposed North West Elevation
- Drawing no.224. Title. Existing & Proposed South West Elevation
- Drawing no.225. Title. Existing & Proposed Section A

Planning Policy Context

Local Development Plan

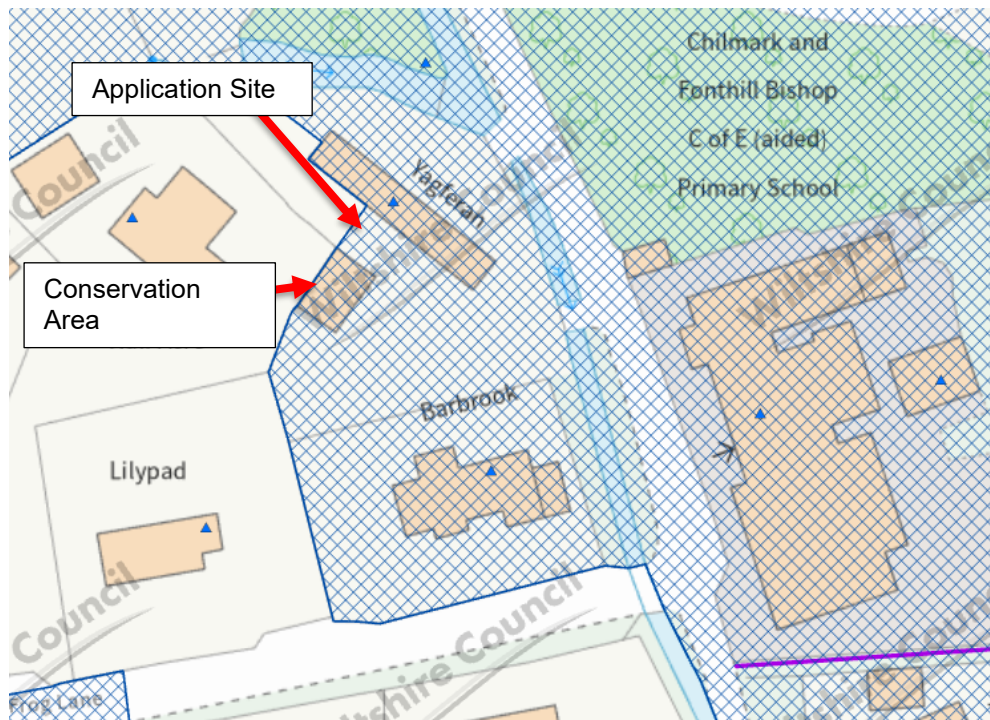
The NPPF highlights that planning law requires applications for planning permission to be determined in accordance with the development plan unless material considerations indicate otherwise. The development plan relevant to the application include the Wiltshire Core Strategy (WCS) (adopted January 2015) (which includes saved Salisbury District Local Plan policies). The key policies relevant to the assessment of the proposed development are considered to be:-

- **WCS** Core Policy 50: Biodiversity and Geodiversity
- **WCS** Core Policy 51: Landscape
- **WCS** Core Policy 57: Ensuring High Quality Design
- **WCS** Core Policy 58: Conservation of the Historic Environment

Policies Map

The adopted Local Plan is accompanied by the Policies Maps, which provides a spatial representation of the Local Plan policies. The site lies within the Chilmark Conservation Area, partly within flood zones 2 and 3, and is washed over by the

Cranborne Chase & West Wiltshire Downs National Landscape. The site also lies within the catchment of the Hampshire River Avon and the Chilmark Quarries Special Area of Conservation (SAC) core area.



Local Plan Policies Map – WCS

Supplementary Planning Guidance

The following Supplementary Planning Guidance documents are also relevant:

- Wiltshire Council Design Guide (2024)

Key Material Planning Considerations

The following sub-heading address the key material planning considerations and the feedback received during the pre-application enquiry.

Design & Impact on Amenity and the Natural and Historic Environment

The NPPF highlights that good design is a key aspect of sustainable development and the creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve.

The aim of the proposal is to provide an extension that is functional and improves the usability of the dwelling house, providing a much needed link to the new annex which will improve the functional with the main dwellinghouse (the annexe will be used by the applicant's Mum to provide an element of independence but the link will ensure ease of access and occupation of the dwellinghouse as a whole as part of the family), but also respects the host dwelling and the history of the site. The aerial

photograph below shows the original extension/building to the rear of the dwellinghouse which this current proposal seek to recreate.



The property falls within the Chilmark Conservation Area, however because the proposed development will be to the rear of the dwellinghouse there will be no material impact on the appearance of the Conservation Area. This was confirmed by the Council's Conservation Officer as part of the pre-application enquiry;

"The building is no longer a listed building, having been largely rebuilt after a fire in the 1990s and more recently delisted. The proposals are modest and of limited public visibility, and raise no concerns with regard to the building's contribution to the Chilmark CA or the character of the CA as a whole. (ref s72 of PLBCA Act 1990, CP58)."

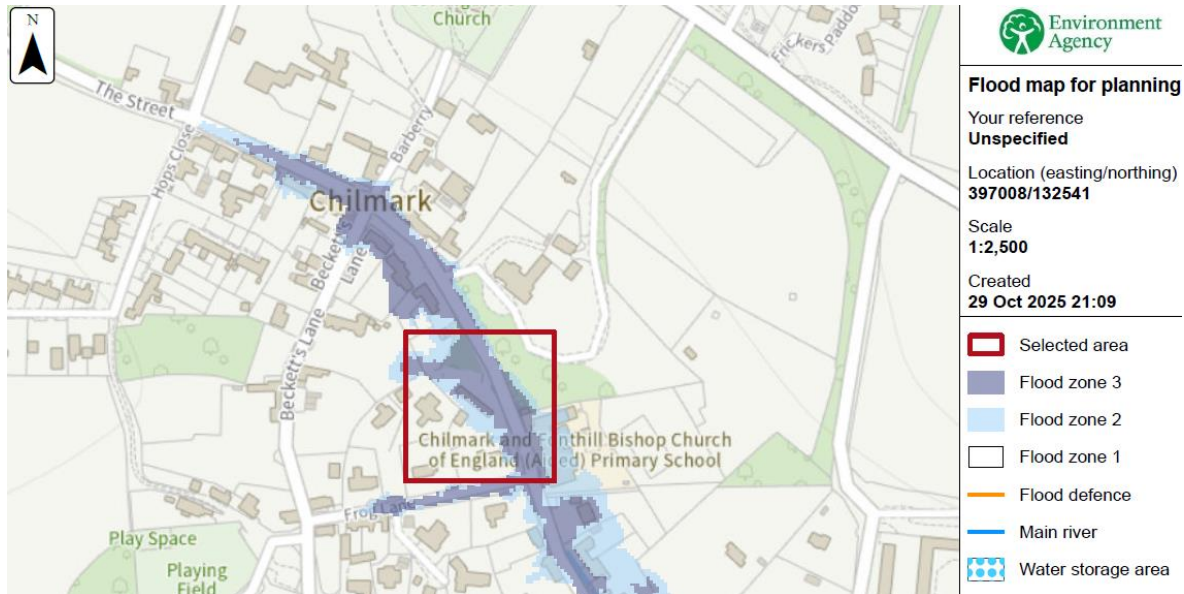
The Case Officer requested that the planning application include details of the proposed materials, they are as follows: -

- Roof - clay tile to match annex outbuilding
- Walls - timber clad (black) to match annex
- Windows/ doors - aluminium frame in dark finish to match annex, double glazed
- Rooflight - conservation style

In terms of the proposed rooflights, it is acknowledged that the pre-application response requested that all proposed rooflights are of a conservation-style in terms of design. The previous planning permission, reference PL/2025/05068, granted permission for the rooflights, and solar panels, shown on the north-west end of the main dwelling and annexe to be installed. The approved drawings, reference 104 & 111 were listed within Condition 2). However, they are now all shown to have a glazing bar as requested. They will be sympathetic to the appearance of the host buildings and will not have a material impact on the dark skies of the National Landscape outside the settlement. The rooflights are also within roof slopes that do not immediately face neighbouring properties or installed at a height to avoid direct overlooking. These are matters that were considered during the previous application to ensure the scheme represents a high quality design and improves the accommodation at the property without any detriment to the residential amenity of neighbouring residents or the surrounding natural and historic environment.

Flood Risk and Drainage

The application property falls within Flood Zones 1, 2 and 3 and the area of development to the rear of the dwellinghouse falls within Flood Zone 2, as shown on the Environment Agency's flood risk maps:



It is recognised that the NPPF advises that a site-specific flood risk assessment should be provided for all developments in Flood Zones 2 and 3. Furthermore, Core Policy 67 'Flood Risk' of the WCS advises that all developments should be supported by a an appropriate surface water drainage scheme in order to reduce the rate of rainwater run-off and improve rainwater infiltration to soil and ground. The application is therefore supported by a proportionate Flood Risk Assessment as requested as part of the pre-application feedback which demonstrates that through design and flood resilience measures the development will be safe and will have a negligible impact on flood risk outside the application property.

Impact on Biodiversity & Ecology

The NPPF advises that new developments should protect and enhance biodiversity and geodiversity and Core 50 'Biodiversity and Geodiversity of the Local Plan outlines that development proposals must demonstrate how they protect features of nature conservation and geological value as part of the design rationale. The application site comprises a hard surfaced area to the rear of the dwellinghouse as shown in the photograph below.

The position of the site within the catchment of the Chilmark Quarries SAC and River Avon SAC is recognised, however, due to the nature and scale of the proposed householder development and current condition of the site, detailed ecological surveys or assessments are not considered necessary. The photograph below shows that the site is already developed with a hard surface. The proposed development will not result in the loss of any on-site habitat and will be contained to existing areas of developed land. The development will not increase the number of bedrooms at the property so there is no potential for any wider impacts outside the

site boundary. Any further assessment would not serve a meaningful purpose and would not be proportionate to the nature and scope of the application.



Conclusion

The householder application seeks planning permission for the construction of an extension on the rear of the dwellinghouse to link the existing outbuilding which has permission to be converted to an annexe. The extension will improved the usability and functional link between the dwelling and annexe and is of a design and appearance that respects the host dwelling and history of the property.

The extension along with the porch and lean-to store are considered to be of an appropriate scale, design and appearance for the host dwelling, and will have no unacceptable adverse ecological or environmental effects and will not harm the amenity of the residents of neighbouring properties.

It is therefore respectfully requested that a full planning permission be granted for the proposed development. If there are any questions however, please do not hesitate to contact me.

Yours faithfully

A black rectangular box redacting the signature of Morgan Jones.

Morgan Jones
Associate
LPC (Trull) Ltd

cc.
Mr and Mrs Lewis
Mrs Milla Reid, Pick Our Brains Architects