

Development Management, Economic Development and Planning,
County Hall, Bythesea Road, Trowbridge, BA14 8JN
Tel: 0300 456 0114 Email: developmentmanagement@wiltshire.gov.uk



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	19
Suffix	
Property Name	Sundial House
Address Line 1	High Street
Address Line 2	
Address Line 3	Wiltshire
Town/city	Steeple Ashton
Postcode	BA14 6EL

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

Easting (x)	390703	Northing (y)	156909
Description			

Applicant Details

Name/Company

Title

Mr

First name

Paul

Surname

Mumford

Company Name

Address

Address line 1

Sundial House

Address line 2

19 High Street

Address line 3

Town/City

Steeple Ashton

County

Wiltshire

Country

United Kingdom

Postcode

BA14 6EL

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)

We propose to begin renovation and repair of all existing window sashes and frames (with the exception of one which is deemed beyond repair but where LBC has already been granted to replace).

Rather than install expensive and unsightly secondary glazing we propose to replace the existing glass (single) panes with 'slimline' 12mm (4+4+4) dbl glazed units. To accommodate the new dbl glazed units, 8mm will need to be routed from existing sash apertures. At the same time, all rotten material will be removed, affected areas will be repaired and the entire woodwork will be primed and painted.

Key benefits will include:

Preservation of Character:

The new slimline units fit into original timber frames so preserving the windows "slim" appearance required for listed buildings.

Improved Energy Efficiency:

They will significantly reduce heat loss compared to single panes, lowering heating costs and reducing carbon emissions.

Enhanced Noise Reduction:

The double-pane construction provides better sound insulation.

Reduced Condensation and Draughts:

They eliminate cold surfaces, reducing unsightly condensation, and often allow for integrated draught-proofing.

Improved Security: Using toughened glass in slimline units provides better security against forced entry.

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

Ref:PP-13072840

Ref:PP-13121814

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

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: Windows Existing materials and finishes: Single 4mm pain glass. The panes are not original, the frames and sashes having been replaced by previous owner(s). The glass is not thermally efficient, neither is it toughened, proven by recent breakage caused by colliding pigeon. Frames and sashes are painted gloss white. Proposed materials and finishes: 4mm Outer Pane / 4mm Gas Filled Cavity / 4mm Low-E 6mm Perimeter seal width Sealed with Epoxy Resin 1.2 U-Value Achieved Frames and sashes to be painted gloss cream-white (RAL-9001)

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

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

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

Mr

First Name

Paul

Surname

Mumford

Declaration Date

27/02/2026

☒ 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

Paul Mumford

Date

09/03/2026

Amendments Summary

Added scaled drawings of southwest and southeast elevations showing affected windows.