

Our Ref: ST/221204/P2

5 October 2026

Development Services Central Area
Wiltshire Council
County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN



BY PLANNING PORTAL

Dear Sir/Madam,

Town & Country Planning Act 1990

Proposal: CONVERSION AND REFURBISHMENT OF EXISTING COACH HOUSE TO ANNEXE ACCOMMODATION TO SERVE THE OLD VICARAGE

At: The Old Vicarage, Collingbourne Kingston, Wiltshire SN8 3SE

PP-15259158

Fowler Architecture & Planning Ltd have been instructed by Mr & Mrs A Lloyd-Ward (the 'Applicants') to submit a Householder Planning Application to Wiltshire Council in respect of the above development at The Old Vicarage, Collingbourne Kingston.

The application has been submitted via the Planning Portal and comprises the following:

- Completed application form and ownership certificates;
- Planning application fee of £272.00;
- Drawing No. 251204-01: Location Plan;
- Drawing No. 251204-100: Proposed Site Plan and Design Scheme;
- Drawing No. MFoldvicarageGFC: Existing Ground Floor Plan;
- Drawing No. MFoldvicarageFFC: Existing First Floor Plan;
- Drawing No. MFoldvicarageELC: Existing Elevations;
- Drawing No. MFoldvicarageSECC: Existing Sections;
- Drawing No. MFoldvicarageRPC: Existing Roof Plan;
- Drawing No. MFoldvicarageTOPO: Topographical Survey;
- Covering Letter by Fowlers (see below);
- Preliminary Roost Assessment by Wessex Ecology;
- Bat emergence Survey report by Wessex Ecology;
- CIL Form 1: Additional Information; and
- CIL Form 8: Residential Annexe Claim.

1. Site and surroundings

The Proposal Site (the 'Site') is located within the village of Collingbourne Kingston, Wiltshire. The site is approximately 3.8 miles north of Tidworth and 8.7 miles south-east of Marlborough.

The site is located to the north-eastern side of the village, to the east of Brunton Lane. The site sits some 25m north-east of the junction with the A338 Marlborough Road mini-roundabout. Access to the site is taken from Brunton Lane via a private drive to the north-east.

The site comprises the existing residential dwelling of The Old Vicarage, associated Coach House (used for ancillary storage) and established residential garden curtilage.

To the north of the site lies the Collingbourne Kingston Village Hall (to the northern side of Brunton Lane). To the east of the site lies additional land within the Applicant's ownership, and beyond that lies agricultural fields. To the south of the site lies the built-up village of Collingbourne Kingston, and to the west lies the A338 Marlborough Road, and further residential development.

Some 75m to the south-west of the site lies the Grade II* listed Church of St Mary. The church is well screened from the application site, with no intervisibility between the two buildings.

The site is located in Fluvial Flood Zone 1 (with low risk of flooding), and the Collingbourne Kingston Conservation Area. Additionally, the site lies adjacent to, but outside of, the North Wessex Downs National Landscape.

2. Planning History

K/44504 - Conversion of Coach House into a Dwelling. Approved 23.12.2002.

Due to the nature of the existing building, it does not appear that this permission was commenced.

3. Proposed Development

This application seeks planning permission for the '*Conversion and refurbishment of existing Coach House to annexe accommodation to serve The Old Vicarage*'.

It is proposed to utilise the existing coach house as annexe accommodation to serve the main dwelling of The Old Vicarage. The existing coach house lies to the north-west of the existing dwelling.

The ground floor will comprise a kitchen, open-plan living and dining area, a study and WC. To the first floor there is sufficient space for 1no. bedroom and associated bathroom. Loft space will be retained above the living area.

In terms of fenestration, the existing door and window openings will be utilised as far as possible in order to maintain the feel and aesthetic of the existing coach house – albeit replaced with new timber casement doors and windows. New timber half-glazed doors with sidelights are proposed to the north-east elevation, along with two new timber casement windows to the ground floor.

Internal insulation is proposed throughout, along with all new cast aluminium rainwater goods. A metal twin wall flue is proposed to the south-east elevation roof slope to facilitate the installation of a log burner.

The slate roof is proposed to be repaired, with slate tiles to match the existing. The existing tiles will be reused where possible.

As the proposed development is under 100sqm (GIA), it is not CIL liable.

4. Planning Policy

Section 70(2) of the Town and Country Planning Act 1990 (as amended) states that in dealing with an application for planning permission the LPA shall have regard to the provisions of the development plan, so far as material to the application; and local finance considerations, as far as material to the application; and any other material considerations. Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that, if regards is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise.

For the purpose of this application, the development plan includes the **Wiltshire Core Strategy** (CS) adopted January 2015 covering the period 2006 to 2026, and retained saved policies (not deleted by the adoption of the CS) of the **Kennet District Local Plan 2011** (LP) adopted in 2004.

The Government's policies are within the revised **National Planning Policy Framework** (the Framework) published August 2026 that describes how the planning system should achieve sustainable development and when the presumption in favour of sustainable development is engaged. The **Planning Practice Guidance** (PPG) provides further interpretation of the policies of the Framework.

5. Planning Analysis

Policy S4 of the National Planning Policy Framework confirms that *'development proposals within settlements should be approved unless the benefits of doing so would be substantially outweighed by any adverse effects'*.

The NPPF defines a 'settlement' as: *'Includes cities, towns, villages and other predominantly built-up areas, including land which is allocated or has permission for development which will form part of the built-up area once the development is complete. This includes areas defined as a settlement in the 112 development plan (whether using defined settlement boundaries or equivalent terms, or criteria for identifying settlement extents where boundaries have yet to be defined)'*.

Collingbourne Kingston is a designated small village within the Tidworth Community Area, whereby development is limited to that needed to help meet the housing needs of settlements. In this case, this planning application relates to the repair and conversion of an existing coach house into annexe accommodation to serve the main dwelling of The Old Vicarage. Therefore, it is considered that the principle of development is acceptable.

In addition, planning application K/44504 was permitted in December 2002 for the use of the coach house as a dwelling. However, this permission was never implemented and the coach house has been used for the purpose of residential storage.

Core Policy 57 of the CS states *'a high standard design is required in all new developments, including extensions, alterations, and changes of use of existing buildings. Development is expected to create a strong sense of place though drawing on the local context and being complementary to the locality'*.

The proposed annexe is to be located within the existing coach house outbuilding, which is considered to be subservient to the existing dwelling of The Old Vicarage. The coach house is located to the north-east of the site.

Minimal changes are proposed to the coach house to allow it to function as an annexe. Most of the alterations are internal – through the repair and insulation of the existing building. External works have been kept to a minimum and comprise the replacement of the slate roof, new rainwater goods, and minor fenestration changes to allow the form of the building to be retained. New window and door openings are limited to the north-eastern elevation, in order to achieve sufficient daylight within the habitable rooms.

CP58 is concerned with the conservation of the historic environment. The policy states *'development should protect, conserve and where possible enhance the historic environment'*. Designated heritage assets and their settings will be conserved, and where appropriate enhanced in a manner appropriate to their significance.

The Old Vicarage is located within the Collingbourne Kingston Conservation Area. The proposed alterations to the coach house have been carefully considered to ensure the form and style of the existing coach house is retained through the use of appropriately detailed timber joinery and sympathetic.

The site is bound by mature trees and vegetation, leading to no intervisibility into the site from the surrounding conservation area.

The proposals have been designed to sit comfortably within the existing architectural arrangement of the building and are consistent with the character and appearance of the existing dwelling. Due to the limited scale of works and sensitive design approach, the works will preserve the character and appearance of the Conservation Area and will not adversely affect the setting of nearby heritage assets, including the Grade II* listed Church of St Mary.

Given the limited scale of the works and the use of traditional materials, it is considered that the proposal will have no adverse impact upon the character of the dwelling, surrounding street scene, or wider Conservation Area.

The Applicants are happy to accept a planning condition restricting the use of the annexe and to tie it to the main residential dwelling of The Old Vicarage.

6. Conclusion

Overall, the Applicant contends that, due to the nature and location of the proposed development, the proposal can be successfully integrated into the site with no harm caused to the site or surrounding area. Consequently, the scheme represents high-quality design in-keeping with the character and appearance of the locality.

The scheme therefore accords with Policies CP57 and CP58.

I trust that the enclosed information is sufficient for this planning application to be registered at the earliest opportunity. Please do not hesitate to contact me should you require any additional information or if you wish to visit the site.

Yours faithfully,

Stella Turner MSc MRTPI

Associate

FOWLER ARCHITECTURE AND PLANNING

Encs

cc: Clients