



Andrew Minting
Wiltshire Council South
Development Services
Salisbury, Wiltshire
SP2 2HX

Our Ref: L10005063
08 October 2026

Dear Andrew Minting

**Arrangements for Handling Heritage Applications Direction 2021 & Planning
(Listed Buildings and Conservation Areas) Regulations 1990**

**MANOR HOUSE, HIGH STREET, WINTERBOURNE STOKE, SALISBURY, SP3 4SZ
Application No. PL/2026/05798**

Thank you for your letter of 18 September 2026 regarding the above application for listed building consent. On the basis of the information available to date, we offer the following advice.

Summary

The Manor House is an important example of an evolved high-status vernacular house with 16th century origins. The proposals seek to increase the use of the second floor with the insertion of an additional staircase, an increase in bathrooms, and improvements to insulation. Further information is needed to ensure that the proposals avoid or minimise harm to the historic fabric of the building and its significance.

Historic England Advice

Summary of proposals

The current proposals primarily concern the increased use of the second (attic) floor of the building, with works including the addition of two bathrooms and a new staircase at the south end, alongside insulation to the roof, eaves, and walls.

Significance

The Manor House is principally of significance as a high-status vernacular house of three distinct phases: the late 16th/early 17th century; the late 17th century; and the early 20th century. The phases are unified by an exterior of square blocks of limestone



ashlar and flint to create chequer work elevations that are characteristic of the building traditions of this part of Wiltshire.

The evolution of the house is evident in its historic fabric and the layers of alteration, including the high-quality contextual interventions of the early 20th century, contribute to the building's architectural and historic interest. The heritage statement provided with the application provides evidence of the historic and architectural evolution of the house being closely tied to the Hungerford family's fall and subsequent restoration during the 16th and 17th century, adding significantly to its interest.

The significance of the Manor House is recognised in its status as a grade II* listed building of more than special architectural and historic interest.

Impact

It is understood from the application that the new staircase from ground to first floor and the associated removal of fabric has been undertaken. This removal of historic fabric and the change to the plan form have caused harm.

The staircase from the first to the second floor would also require the removal of historic fabric, although it has been designed to avoid an existing overhead beam at first floor. The heritage statement has identified that the floorboards that would be removed are of softwood and of no particular value, and the plaster ceiling has been applied to a metal gauze rather than lathes. These materials relate to 20th century alterations to this part of the building and are not of architectural interest, and their removal would not impact on the significance of the building.

The second-floor landing area will be defined with the insertion of a new partition wall to bedroom 11. This will avoid the wind braces to the roof minimising its harm and will incorporate the door that currently exists to the eaves cupboard to the east of the proposed staircase. This doorway will be blocked, and the cupboard area will become inaccessible according to the submitted drawings.

The proposed bathrooms 3 and 4 within two storage rooms are unlikely to cause harm. They are located above bathrooms at first floor, and the extension of service runs should be able to be achieved with minimal impact on historic fabric.

The proposal for insulation is unclear, and further information is required to assess the potential impacts.

For the roof, the heritage statement refers to wood fibre boards with lime plaster applied. The design and access statement references insulation backed plasterboard



screwed to the rafters. The drawings refer only to insulation. Also, the drawings suggest that insulation is only to be applied to the roof of the south wing. Further information is required to clarify the type of insulation proposed and where it is to be installed, and if the walls are included.

Additionally, there is no clear assessment of the existing lime plaster ceilings and their condition and age, and no specification of the lime plaster mix. If the plaster ceilings are of historic value, we would have concerns with them being covered with insulation without clear and convincing justification.

Although the design and access statement refers to rock wool insulation to the eaves and associated vertical stud walls, with simple hatches for future access, this is not shown on the drawings. Furthermore, rock wool is a mineral wool that is not a permeable material and may cause issues with condensation.

Position

The existing staircase at ground to first floor appears to have been inserted without listed building consent and forms a retrospective element of the current application. The insertion of the staircase has removed a partition wall separating the room to the east (the kitchenette) from the hall and removed the first-floor ceiling. No detail or assessment of the fabric that was removed has been provided, or any images of the impacted area prior to the insertion of the staircase. This is unfortunate, and it would have been advisable when considering the insertion of a staircase to conduct an options appraisal of possible locations/design to ensure that any harm was avoided or minimised. We would like further information regarding this aspect of the scheme which has caused harm to the building. It will be for the local planning authority to decide if enforcement action is to be taken.

As part of the proposals the existing doorway to the eaves cupboard to the east of the proposed staircase would be blocked, and there is no indication on the provided drawings that access to this space will be provided elsewhere. There is reference in the design and access statement to creating hatches to the eaves spaces, but this is not articulated on the drawings. Having an area of the building that cannot be accessed is not sensible and the design of this aspect of the proposals needs to be amended.

Our main concern relates to the insulation scheme, and the requirement of further information to provide clear and convincing justification in heritage terms (NPPF, HE4:2). This information is needed to inform the works, particularly in terms of the type of insulation being proposed, and where insulation is being installed. It is not clear how the risk of condensation by thermal bridging will be minimised or mitigated. Thermal bridges can be caused by different thicknesses of insulation, depending on the features



such as dormer windows, which may result in colder spots. Thermal bridges could also be created where the insulation meets partitions and floors.

It is also important to note that the wall and roof insulation will increase the air tightness of the building while at the same time the additional bathrooms will increase indoor moisture level. A ventilation strategy will be needed to regulate internal moisture levels and reduce condensation risks.

In addition to [HEAG321 Adapting Historic Buildings for Energy and Carbon Efficiency](#), you may find our advice specifically related to insulation helpful:

[Upgrading Thermal Elements: Installing Insulation | Historic England](#)

We also need a clear assessment of the existing lime plaster ceilings as well as a specification for lime plaster mix for repair and for applying to the insulation. This needs clarification as whilst traditional lime plasters are vapour and liquid permeable not all lime mixes have the same properties.

The National Planning Policy Framework stresses the importance of properly understanding the implications of a proposal before making decisions. Therefore, until the questions regarding the proposed insulation scheme are resolved, it is not possible to properly understand the risk of future damage through maladaptation and thus the impact that the proposals would have on the significance of the building.

Recommendation

Historic England advises that your Council should seek the further information as set out in our advice in order to remove or limit the harm the proposals would do to the significance of the Manor House.

Should the proposals remain unchanged, it will be for your Council to assess whether the harm to the Manor House's significance would be outweighed by public benefits secured by the development. In doing so, it should give substantial weight to the conservation of this designated heritage asset.

If there are any material changes to the proposals beyond those we have suggested, please contact us. If you propose to determine the application in its current form, please inform us of the date of the committee and send us a copy of your report at the earliest opportunity. Please also advise us of the decision in due course.

Yours sincerely



Lucy Foster

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CHECKLIST OF INFORMATION FOR NOTIFICATION TO THE SECRETARY OF STATE (PLANNING CASEWORK UNIT)

Arrangements for Handling Heritage Applications Direction 2021

If you are required to notify the Planning Casework Unit of this application, it will help to save time if you include the following documents:

- Copy of the application
- List of the drawing numbers
- Copy of the list description(s)
- Recent photographs if available
- Copy of the advertisement
- Copies of any representations received
- Statement explaining the extent to which the local authority has taken on board the advice and recommendations from Historic England and other consultees
- Confirmation of any amendments made to the application subsequent to initial notification to Historic England
- Explanation of why the local authority is disposed to grant consent, including copies of committee report(s) and minutes, where relevant
- List of proposed conditions