



Application Number	
Date Logged	
Receipt No	Fee Received
Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL
E-mail: planning.portal@kirklees.gov.uk Tel: 01484 414746

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	
Suffix	
Property Name	Ashgrove Barn
Address Line 1	Broad Lane
Address Line 2	Upperthong
Address Line 3	Kirklees
Town/city	Holmfirth
Postcode	HD9 3JS

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

Easting (x)	Northing (y)
413055	408102
Description	

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

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

In order to renovate the main bathroom in the property, we would like to remove a false ceiling currently in place. Above this false ceiling are the original beams that form the old barn. These are on show in all other upstairs rooms in the property (including an en suite) so removal of the false ceiling would provide consistency across upstairs rooms. There is a bricked up window above the current false ceiling that is south facing towards the rear of the property and part of the original barn. We would like to remove the bricks and put glass in this window as part of the bathroom renovation. The window is over 2m from floor level so would just be used to provide more light. The window does not overlook any other properties. The estimated cost for removing the false ceiling, plastering and putting a window in is £5000. The Grade II listing is for next door's property - Royd Top - and states that 'West part is later addition and is not included in the item.' We're unsure whether this means that the barn is not listed.

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

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).

In order to renovate the main bathroom in the property, we would like to remove a false ceiling currently in place. Above this false ceiling are the original beams that form the old barn. These are on show in all other upstairs rooms in the property (including an en suite) so removal of the false ceiling would provide consistency across upstairs rooms. There is a bricked up window above the current false ceiling that is south facing towards the rear of the property and part of the original barn. We would like to remove the bricks and put glass in this window as part of the bathroom renovation. The window will have a hard wood frame of a similar style to the other windows in the property. The window is over 2m from floor level so would just be used to provide more light. The window does not overlook any other properties.

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:

Currently a bricked up window

Proposed materials and finishes:

Glass window - double glazing with a solid hard wood frame to match the other windows in the property. A similar paint colour will be used to the other windows (white internally and cream externally). Please see attached photos of the current windows.

Type:

Ceilings

Existing materials and finishes:

Removal of a false ceiling. There is no insulation in the false ceiling. There is currently insulation around the beams above this false ceiling, behind wooden panels (similar to the other ceilings in the other upstairs rooms). The insulation would be kept, including the wooden panels.

Proposed materials and finishes:

Protective treatment applied to beams (e.g. varnish) on removal of false ceiling. The walls above the false ceiling will be plastered.

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

We have let our next door neighbour (connected to the property at Royd Top 33) know that we are seeking listed building consent for the removal of the false ceiling in the bathroom and to put a glass window in the previously bricked up window.

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

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

Date (must be pre-application submission)

16/02/2022

Details of the pre-application advice received

Received 16th February 2022:

OFFICIAL - SENSITIVE

Dear Ms Twyman,

Further to your enquiry I can confirm that you would require listed building consent to add a window opening to your bathroom. This is because the property is Grade II listed.

If this window would be in an upper floor side elevation of the property, you may also require planning permission for the work. The exception to this is if the window is obscurely glazed and fixed shut, or if any opening part of the window is at least 1.7m above floor level of the room in which the window is installed;

Details of how to apply for planning permission and listed building consent can be obtained from the Planning Portal at [planningportal.co.uk](https://www.planningportal.co.uk)

Please note all responses to requests for information are informal opinions given in good faith based on the information presented to Officers and are not binding on the Council in the future

With regards

Development Management

Planning & Development, Growth and Regeneration

17/03/22:

Dear Ms Twyman,

Firstly, please accept our sincerest apologies for the delay in responding to you. We are currently dealing with an extremely large number of applications and enquires, which we are responding to as quickly as possible.

Unfortunately, the images you attached are not showing, however having read the detail of the proposed works I can confirm that Listed Building consent would be required.

Details of the process can be found here: <https://www.kirklees.gov.uk/beta/trees-listing-and-conservation/apply-for-listed-building-consent.aspx>

You have mentioned that you have tried the Planning Portal. I have directed applicants previously to the Planning Portal and the Listed Building consent application should be available: <https://www.planningportal.co.uk/planning/planning-applications/consent-types/listed-building-consent>

I hope this is of some assistance, however if you do require further help/ information please do let me know.

Kind regards,

Sebastian Pickles

Senior Conservation Officer

Planning and Development Service

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

If No, can you give appropriate notice to all the other owners?

- ☒ Yes
- ☐ No

Certificate Of Ownership - Certificate B

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, 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 this application relates.

Name of Owner:

***** REDACTED *****

Redacted

Date notice served (DD/MM/YYYY):

16/02/2022

Person Family Name:

Person Role

- ☒ The Applicant
☐ The Agent

Title

First Name

Surname

Declaration Date

☒ Declaration made**Declaration**

I / We hereby apply for Listed building consent as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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

Date

10/04/2022