



|                                          |                    |
|------------------------------------------|--------------------|
| Application Number                       |                    |
| Date Logged                              |                    |
| Receipt No                               | Fee Received       |
| Card                                     | Other              |
| KIRKLEES COUNCIL<br>VALIDATION CHECKLIST | SUPPLY 1 COPY ONLY |

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

## Application for Planning Permission

### Town and Country Planning 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         | <input type="text"/>                               |
| Suffix         | <input type="text"/>                               |
| Property Name  | <input type="text" value="United Church Marsden"/> |
| Address Line 1 | <input type="text" value="Warehouse Hill Road"/>   |
| Address Line 2 | <input type="text" value="Marsden"/>               |
| Address Line 3 | <input type="text" value="Kirklees"/>              |
| Town/city      | <input type="text" value="Huddersfield"/>          |
| Postcode       | <input type="text" value="HD7 6AB"/>               |

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

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Easting (x)                         | Northing (y)                        |
| <input type="text" value="404887"/> | <input type="text" value="411720"/> |
| Description                         | <input type="text"/>                |

## Applicant Details

### Name/Company

Title

Mrs

First name

Sophie

Surname

Byram

Company Name

SB Homes

### Address

Address line 1

Empire House

Address line 2

Lewisham Rd

Address line 3

Slaithwaite

Town/City

Huddersfield

County

West Yorkshire

Country

United Kingdom

Postcode

HD7 5AL

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

### Applicant Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Site Area

What is the measurement of the site area? (numeric characters only).

1292.80

Unit

Sq. metres

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including any change of use

Conversion and change of use of the United Reformed Church (Use Class F1) and adjoining Sunday School building to form 8 residential units (Use Class C3), including internal reconfiguration and minimal external alterations, insertion of rooflights and formation of a roof terrace, associated parking, landscaping and ancillary works.

Has the work or change of use already started?

- ☐ Yes  
☒ No

## Existing Use

Please describe the current use of the site

The site comprises the United Church, Marsden, and the adjoining former Sunday School building. The buildings were historically used as a place of Christian worship and for associated community activities, including teaching, youth groups and wider community events (Use Class F1). Worship has now ceased and the buildings are currently vacant.

Is the site currently vacant?

☒ Yes

☐ No

If Yes, please describe the last use of the site

The last use of the site was as a place of Christian worship (Use Class F1), together with associated community and educational activities within the church and Sunday School building.

When did this use end (if known)?

dd/mm/yyyy

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

☐ Yes

☒ No

Land where contamination is suspected for all or part of the site

☐ Yes

☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

☐ Yes

☒ No

## Materials

Does the proposed development require any materials to be used externally?

☒ Yes

☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Roof

**Existing materials and finishes:**

Pitched roof clad in natural stone slate. Original roof form and silhouette retained.

**Proposed materials and finishes:**

Existing stone slate roof to be retained. Introduction of conservation-style rooflights (anthracite gray frames) set flush within the existing roof pitch. A modest balcony formed within the existing roof slope, with frameless glass balustrade inset behind the roofline to minimise visual impact.

**Type:**

Windows

**Existing materials and finishes:**

Existing window openings including original stained-glass windows to principal elevation and later timber / metal framed windows within secondary elevations.

**Proposed materials and finishes:**

Replacement windows within existing openings only. Aluminium frames, anthracite grey, incorporating trickle vents where required for ventilation. Existing stained-glass windows to principal elevation retained and protected.

**Type:**

Doors

**Existing materials and finishes:**

Timber entrance doors within existing openings.

**Proposed materials and finishes:**

New replacement doors within existing openings. Powder-coated aluminium or composite doors in anthracite grey, designed to reflect the scale and proportions of existing openings.

**Type:**

Vehicle access and hard standing

**Existing materials and finishes:**

Existing tarmac car parking area and stone boundary walls.

**Proposed materials and finishes:**

Retention of existing stone boundary walls. Natural stone paving to access paths and ramp to match local character. Timber decking to private garden areas where shown on drawings.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

25-10-03-GA-099-Proposed Basement Floor Plan-B  
25-10-03-GA-100-Proposed Ground Floor Plan-B  
25-10-03-GA-101-Proposed First Floor Plan-B  
25-10-03-GA-102-Proposed Second Floor Plan-B  
25-10-03-GA-120-Proposed Site & Roof Plan-B  
25-10-03-GA-200-Proposed Elevations A & B (United Church)-B  
25-10-03-GA-201-Proposed Elevations C & D (United Church)-B  
25-10-03-EX-050-Location Plan-B  
25-10-03-EX-100-Existing Basement & Ground Floor Plans-B  
25-10-03-EX-101-Existing First & Second Floor Plan-B  
25-10-03-EX-200-Existing Elevations A & B (United Church)-A  
25-10-03-EX-201-Existing Elevations C & D (United Church)-A  
United Church Heritage Statement  
United Church Design & Access Statement

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- ☐ Yes  
☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes  
☒ No

Are there any new public roads to be provided within the site?

- ☐ Yes  
☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes  
☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes  
☒ No

## Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☒ Yes  
☐ No

**Vehicle Type:**

Cars

**Existing number of spaces:**

7

**Total proposed (including spaces retained):**

9

**Difference in spaces:**

2

## Trees and Hedges

Are there trees or hedges on the proposed development site?

☒ Yes

☐ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

☒ Yes

☐ No

You may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application.

The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

☐ Yes

☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

☒ Yes

☐ No

Will the proposal increase the flood risk elsewhere?

☐ Yes

☒ No

How will surface water be disposed of?

☒ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☒ Main sewer

☐ Pond/lake



# Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

- a) Protected and priority species
- ☒ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☐ No
- b) Designated sites, important habitats or other biodiversity features
- ☐ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☒ No
- c) Features of geological conservation importance
- ☐ Yes, on the development site
- ☐ Yes, on land adjacent to or near the proposed development
- ☒ No

## Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

# Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

- ☒ Yes
- ☐ No

Please provide the pre-development biodiversity value of onsite habitats on the date of calculation

0.04

Please provide the date the onsite pre-development biodiversity value was calculated

30/01/2026

Note: This should be either the date of the application, or an earlier proposed date

If an earlier date, to the date of the planning application, has been used, please provide details why this date has been used

The pre-development biodiversity value is based on the ecological site survey undertaken on 30 January 2026. This date reflects the baseline condition of the site at the time of survey and forms the basis of the submitted Biodiversity Net Gain Assessment and statutory metric calculation supporting the planning application.

When was the version of the biodiversity metric used published?

03/07/2025

Please provide the reference or supporting document/plan names for the:

- i. Biodiversity metric calculation
- ii. Onsite irreplaceable habitats (if applicable)
- iii. Onsite habitats existing on the date of the application for planning permission (if applicable)

**Document/Plan:**

Biodiversity metric calculation

**Document name/reference:**

Pennine Ecological (2026). United Church, Marsden. The\_Statutory\_Metric\_Macro\_Enabled\_1.0.4

**Document/Plan:**

Other (please specify)

**Please specify:**

Biodiversity net gain plan/report

**Document name/reference:**

Pennine Ecological (2026). United Church, Marsden - Biodiversity Net Gain Assessment Summary Report

**Document/Plan:**

Other (please specify)

**Please specify:**

Ecological survey / assessment

**Document name/reference:**

Pennine Ecological (2026). United Church, Marsden - Preliminary Ecological Appraisal

Note: You must supply a complete biodiversity metric calculation with your application. Plans must be drawn to an identified scale, and show the direction of North.

Has there been any loss (or degradation) of any onsite habitat(s), resulting from activities carried out before the date the onsite pre-development biodiversity value was calculated. Either:

- on or after 30 January 2020 which were not in accordance with a planning permission; or
- on or after 25 August 2023 which were in accordance with a planning permission?

☐ Yes

☒ No

Does the development site have irreplaceable habitats (corresponding to the descriptions in [Column 1 of the Schedule in the Biodiversity Gain Requirements \(Irreplaceable Habitat\) Regulations \(2023\)](#)) which are:

- i. on land to which the application relates; and
- ii. exist on the date of the application for planning permission, (or an earlier agreed date)

☐ Yes

☒ No

## Foul Sewage

Please state how foul sewage is to be disposed of:

☒ Mains sewer

☐ Septic tank

☐ Package treatment plant

☐ Cess pit

☐ Other

☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes  
☐ No  
☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

The development will connect to the existing mains sewer serving the building. Detailed drainage layout and connection details are not shown at this stage and will be addressed through a Building Regulations submission and agreed with the statutory undertaker.

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes  
☐ No

If Yes, please provide details:

A dedicated bin storage area is provided within the site boundary in the side alley adjacent to the Sunday School building (as shown on the Proposed Site Plan). On collection days, bins will be moved along the internal access drive and presented at the site frontage for kerbside collection.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes  
☐ No

If Yes, please provide details:

Provision is made for the storage of general waste and recyclable materials. The final number and type of bins will be confirmed in consultation with the local authority to ensure compliance with collection requirements.

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes  
☒ No

## Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☒ Yes  
☐ No

**Please note: This question is based on the current housing categories and types specified by government.**

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

Proposed

Please select the housing categories that are relevant to the proposed units

- ☒ Market Housing
- ☐ Social, Affordable or Intermediate Rent
- ☐ Affordable Home Ownership
- ☐ Starter Homes
- ☐ Self-build and Custom Build

Market Housing

Please specify each type of housing and number of units proposed

|                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div><div>Housing Type:</div><div>Flats / Maisonettes</div><div><div>1 Bedroom:</div><div>3</div></div><div><div>2 Bedroom:</div><div>4</div></div><div><div>3 Bedroom:</div><div>0</div></div><div><div>4+ Bedroom:</div><div>0</div></div><div><div>Unknown Bedroom:</div><div>0</div></div><div><div>Total:</div><div>7</div></div></div> | <div><div>Housing Type:</div><div>Houses</div><div><div>1 Bedroom:</div><div>0</div></div><div><div>2 Bedroom:</div><div>1</div></div><div><div>3 Bedroom:</div><div>0</div></div><div><div>4+ Bedroom:</div><div>0</div></div><div><div>Unknown Bedroom:</div><div>0</div></div><div><div>Total:</div><div>1</div></div></div> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| Proposed Market Housing Category Totals | 1 Bedroom Total | 2 Bedroom Total | 3 Bedroom Total | 4+ Bedroom Total | Unknown Bedroom Total | Total |
|-----------------------------------------|-----------------|-----------------|-----------------|------------------|-----------------------|-------|
|                                         | 3               | 5               | 0               | 0                | 0                     | 8     |

Existing

Please select the housing categories for any existing units on the site

- ☐ Market Housing
- ☐ Social, Affordable or Intermediate Rent
- ☐ Affordable Home Ownership
- ☐ Starter Homes
- ☐ Self-build and Custom Build

Totals

|                                             |              |
|---------------------------------------------|--------------|
| Total proposed residential units            | <div>8</div> |
| Total existing residential units            | <div>0</div> |
| Total net gain or loss of residential units | <div>8</div> |

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☒ Yes
- ☐ No

Please add details of the Use Classes and floorspace.

**Use Class:**  
F1 - Learning and non-residential institutions

**Existing gross internal floorspace (square metres) (a):**  
732

**Gross internal floorspace to be lost by change of use or demolition (square metres) (b):**  
732

**Total gross new internal floorspace proposed (including changes of use) (square metres) (c):**  
862

**Net additional gross internal floorspace following development (square metres) (d = c - a):**  
130

| Totals | Existing gross<br>internal floorspace<br>(square metres) (a) | Gross internal floorspace to be lost<br>by change of use or demolition<br>(square metres) (b) | Total gross new internal floorspace<br>proposed (including changes of use)<br>(square metres) (c) | Net additional gross internal<br>floorspace following development<br>(square metres) (d = c - a) |
|--------|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
|        | <div>732</div>                                               | <div>732</div>                                                                                | <div>862</div>                                                                                    | <div>130</div>                                                                                   |

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- ☐ Yes
- ☒ No

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☐ Yes  
☒ No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes  
☒ No

Is the proposal for a waste management development?

- ☐ Yes  
☒ No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ 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 and Agricultural Land Declaration

### Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

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

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ 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\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\***

**\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.**

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

Mr

First Name

Joe

Surname

Dempsey

Declaration Date

03/03/2026

☒ Declaration made

## Declaration

I/We hereby apply for Full planning permission 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

Joe Dempsey

Date

04/03/2026