

<b>LOCATION:</b>	Library Chambers, 63 High Street, Bagshot, Surrey, GU19 5AH,
<b>PROPOSAL:</b>	Refurbishment to all internal parts of windows at first-floor level including casements and sash, boiler room window and door. Internal alterations to upgrade existing fire doors with intumescent strips, and raising floor level of ground floor W/Cs and door openings (amended description).
<b>TYPE:</b>	Listed Building Consent (Alter/Extend)
<b>APPLICANT:</b>	Surrey Heath Borough Council
<b>OFFICER:</b>	Navil Rahman

This application is for determination by the Planning Applications Committee as the applicant is Surrey Heath Borough Council and the Council has an interest in the land.

**RECOMMENDATION: GRANT subject to conditions**

**1.0 SUMMARY**

- 1.1 The application relates to the internal refurbishment of windows and doors to the Grade II Listed Building together with alterations to upgrade existing fire doors and raising the floor level of the ground floor w/c's and door openings. The proposed works would not result in any significant harm to the quality and setting of the listed building, nor the wider surrounding area. The application would not give rise to any harmful residential amenity to buildings surrounding the site.
- 1.2 The application is therefore recommended for approval, subject to conditions.

**2.0 SITE DESCRIPTION**

- 2.1 The application site, referred to as Bagshot Library, relates to a two-storey, end of terrace building situated on the northern side of Bagshot High Street, within the settlement area of Bagshot.
- 2.2 The building dates to the early 19<sup>th</sup> century and is characterised by its red brick façade and plain tiled roof with three timber sash windows found at first floor level. The building is currently occupied as a library at ground floor level, whilst the upper floor has a separate office use and is currently vacant. The six by six windows as well as the six panelled doors (external boiler room, w/c x 2) found within the building have been identified as original.
- 2.3 The site falls within the Bagshot Village Conservation Area, which contains a total of four Grade II Nationally Listed Buildings (including the application site) and one Grade II\* Listed Building, together with a number of Locally Listed Buildings. The buildings in the surrounding area largely date back to the 19<sup>th</sup> or early 20<sup>th</sup> century, which are of a domestic scale and have a mixed character of Georgian, Victorian and Edwardian architectural context.

### 3.0 RELEVANT PLANNING HISTORY

- 3.1 22/1195/LLB Construction of detached 2 bed dwelling to rear of site following demolition of post 1935 single storey rear building.  
*Pending consideration.*
- 3.2 11/0821 Change of Use of first floor from Offices (Class B1a) to provide 1 one bedroom flat and 1 two bedroom flat with associated alterations.  
*Approved 08.01.2012*

### 4.0 PROPOSAL

- 4.1 Listed Building Consent is sought for the refurbishment of all internal parts of the windows at first-floor level, alterations to upgrade the internal fire doors with intumescent strips and smoke seals, and raising the floor level of ground floor W/Cs and door openings to be made suitable for disabled visitors. All the proposed works would be internal.

### 5.0 CONSULTATION RESPONSES

- 5.1 Urban Design and Heritage Consultant
- The proposed alterations are welcomed and as a result no objection is raised to the refurbishment of the first floor subject to the following:
- Existing part of the boiler room window be retained and repaired with missing part replaced by softwood like for like replica
  - Boiler room door is retained as is including the external metal panel (to be cleaned and repainted).
  - no objection to the removal of the robust metal railings around the boiler.
  - no objection to the removal of the metal bars in front of windows W4-7, W9 and W10.
  - Original window boxes and original fireplaces to be retained.
  - Raising of floor levels to the w/c is permitted using wooden construction only.
  - Six panel w/c doors be kept intact but may be lift accordingly.
  - Glazed panel above ladies w/c is permitted to be cut from beneath to fit but should remain.
  - No objection to upgrading of fire doors FD07 - 11 and FD30S nor any objection to the removal of wall screen with door FF7.
  - Removal of door FF1 supported.
  - Reinstatement of door FF5 supported.
  - Staircase to central hallway should be carefully sanded and repainted.
  - Panel behind fanlight above the main entrance should be removed and proper glass reinstated.

See Annex A for a copy of these comments.

- 5.2 Historic England No comments received.
- 5.3 Windlesham Parish Council Raise no objection to the development.

## **6.0 REPRESENTATION**

- 6.1 A total of 15 letters of notification were sent out on the 27 June 2022. No letters of representation have been received at the time of writing this report.

## **7.0 PLANNING CONSIDERATIONS**

- 7.1 The application building is Grade II Listed and, in this case, consideration is given to the National Planning Policy Framework 2021 (NPPF) and Policies DM9 and DM17 of the Surrey Heath Core Strategy and Development Management Policies Document 2012 (CSDMP).

- 7.2 The main issues to be considered within this application are:

- Impact on the character and appearance of the Listed Building and its setting
- Impact on residential amenity

### **7.3 Impact on the character and appearance of the Listed Building and its setting**

- 7.3.1 Section 16 of the NPPF sets out the importance of conserving and enhancing the historic environment. Paragraph 199 states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation, and the more important the asset, the greater the weight should be. Paragraph 200 states that clear and convincing justification is required for works which harm a heritage asset. Paragraph 201 states that substantial public benefits should outweigh any substantial harm to heritage assets, and paragraph 202 states that where less than substantial harm will arise, this should be weighed against the public benefits of the proposal.
- 7.3.2 Policy DM9 of the CSDMP states that development should respect and enhance the character of the local environment and be appropriate in scale, materials, massing, bulk and density. Policy DM17 of the Surrey Heath Core Strategy and Development Management Policies Document (CSDMP) 2012 states that development which affects any heritage asset should first establish and take into account its individual significance and seek to promote the conservation and enhancement of the asset and its setting.
- 7.3.3 The Council's Heritage Consultant has undertaken an assessment of the proposed refurbishment works. It has been recommended that the boiler room door is to be retained and the boiler room window retained and repaired. No objections are raised in respect of the refurbishment of the windows at first floor level, nor the upgrading of existing fire doors. Where no objection is also raised in respect of raising of floor levels and door to the w/c, this is permitted subject to using wooden construction only. The officer has made other recommendations in respect of internal alterations as referenced in paragraph 5.1 of the report.
- 7.3.4 Therefore, giving weight to, and taking account of the Heritage Consultant's comments, it is considered that the proposed works would not cause substantial harm to the appearance nor the setting of the Listed Building and therefore would not harm its protected significance. The proposed works include works to improve public use of the site (disabled access) and therefore, the proposed the application sufficiently preserves and enhances this Heritage Asset.

7.3.5 The proposed works would therefore satisfy the objectives of Section 16 of the NPPF 2021 and Policies DM9 and DM17 of the Surrey Heath Core Strategy and Development Management Policies Document (CSDMP) 2012.

#### **7.4 Impact on residential amenity**

7.4.1 Policy DM9 of the CSDMP 2012 states that development should respect the amenities of the adjoining properties and uses.

7.4.2 The proposed works seek refurbishment works that would not result in any external development to raise any significant amenity concerns for surrounding neighbouring occupiers. The proposal would therefore satisfy the objectives of Policy DM9 of the CSDMP 2012.

#### **8.0 POSITIVE/PROACTIVE WORKING AND PUBLIC SECTOR EQUALITY DUTY**

8.1 In assessing this application, officers have worked with the applicant in a positive, creative and proactive manner consistent with the requirements of paragraphs 38-41 of the NPPF. This included 1 or more of the following:

- a) Provided or made available pre application advice to seek to resolve problems before the application was submitted and to foster the delivery of sustainable development.
- b) Provided feedback through the validation process including information on the website, to correct identified problems to ensure that the application was correct and could be registered.
- c) Have suggested/accepted/negotiated amendments to the scheme to resolve identified problems with the proposal and to seek to foster sustainable development.
- d) Have proactively communicated with the applicant through the process to advise progress, timescale or recommendation.

8.2 Under the Equalities Act 2010 the Council must have due regard to the need to eliminate discrimination, harassment or victimisation of persons by reason of age, disability, pregnancy, race, religion, sex and sexual orientation. This planning application has been processed and assessed with due regard to the Public Sector Equality Duty. The proposal is not considered to conflict with this duty.

#### **9.0 CONCLUSION**

9.1 The proposed works would be considered acceptable and as a result would preserve and enhance the protected heritage asset without undue harm. Furthermore, the application would not give rise to residential amenity concerns to the surrounding area. The proposed application would therefore accord with local plan policies DM9 and DM17 of the adopted Surrey Heath Core Strategy and Development Management Policies Document (CSDMP) 2012.

#### **10.0 RECOMMENDATION**

GRANT LISTED BUILDING CONSENT subject to the following conditions:

1. The development for which Listed Building Consent is hereby permitted shall be begun before the expiration of three years from the date of this consent.

Reason: To comply with Section 18(1) (a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 52(4) of the Planning and Compulsory Purchase Act 2004.

2. The proposed development shall be built in accordance with the following approved plans:

L.01, B.01, LB.01, LB.02, LB.03 and LB.04 received 16/05/2022 and SK01, SK02 and documents titled "Specification for Windows, Doors and Floors", "Schedule of Works for Windows, Doors and Floors", and "Listed Building Consent - Record of Affected Windows, Doors and Boiler Room / Toilet Floors" received 05/10/2022.

Reason: For the avoidance of doubt and in the interest of proper planning and as advised in ID.17a of the Planning Practice Guidance.

3. The proposed Listed Building Consent works hereby approved is limited to the following:

- Removal of sliding door and metal pole to FF1 and making good of decorative disturbance
- Reinstatement of door FF5
- Removal of screen between FF7 and FF8 with nibs retained, 1960mm x 2250mm timber infill including windows and doors and relocation of radiator and electrics
- Reinstatement of arch between FF1 and FF2 and removal of infill and door set.
- Replacement of FD06, FD07, FD08, FD09, FD10, and FD11 with FD30S fire door
- Refurbishment and raising of both men's and ladies w/c doors by 130mm to match new height
- Removal of boiler and railings
- Floor level of boiler room to be made level and accommodate 150mm dia metal pipe within opening to be covered with sealed stainless steel inset duct covers with floor finish
- Raising of both men's and ladies w/c by 130mm using wooden construction only.
- Removal of security bar to W4, W5, W6, W7, W9, W10, W11

Reason: To ensure that the historic and architectural character of the Listed Building and surrounding area is maintained having regard to Policies CP2 and DM17 of the Surrey Heath Core Strategy and Development Management Policies 2012 and the National Planning Policy Framework.