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DESIGN and HERITAGE STATEMENT

Retrospective application for internal alterations on a Grade II Listed house.
3 Rectory Road, Wokingham, RG40 1DJ

Prepared for: Paul Townsend

The purpose of this report is to accompany a planning or Listed Building application. A heritage statement sets out the details of the history and development of the asset using photographic, map, archival and fabric evidence. It includes an assessment of the evidential, historical, aesthetic and communal value of the heritage asset and the impact of the proposed works upon that significance. In addition to desk based research a site visit was carried out as part of this assessment and a non intrusive survey took place.

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PROJECT OVERVIEW

Heritage Asset and its Setting:

Project Address: 3 Rectory Road, Wokingham, RG40 1DJ

Local Authority: Wokingham Borough Council

Conservation Area: Wokingham Town Centre

Archaeological Notification Area: None

Building Use: Residential

Listing Status: Grade II List entry no. 1118031

Designated Heritage Asset:

Scheduled Monument?	N
Listed Building?	Y
Registered Park and Garden	N
Historic Battlefield	N
Conservation Area	Y
World Heritage Site	N

Non Designated Heritage Asset	N

Project Scope:

Retrospective application for internal alterations on a Grade II Listed house.



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Project Photos



Photo 1 – View of front elevation (north)



Photo 2 – View of northeast elevation



Photo 3 – View towards the rear from car park behind 5 Rectory Rd. (east elevation)

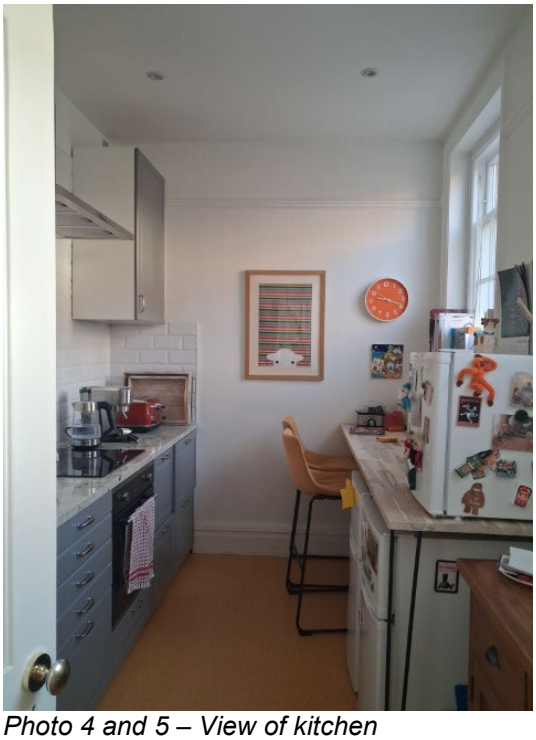




Photo 4 and 5 – View of kitchen

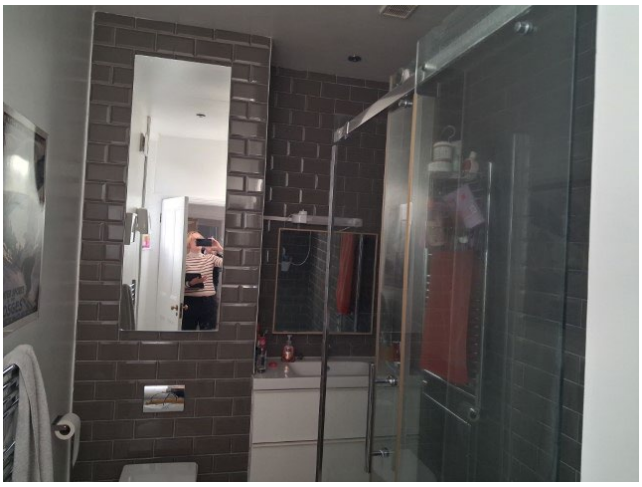
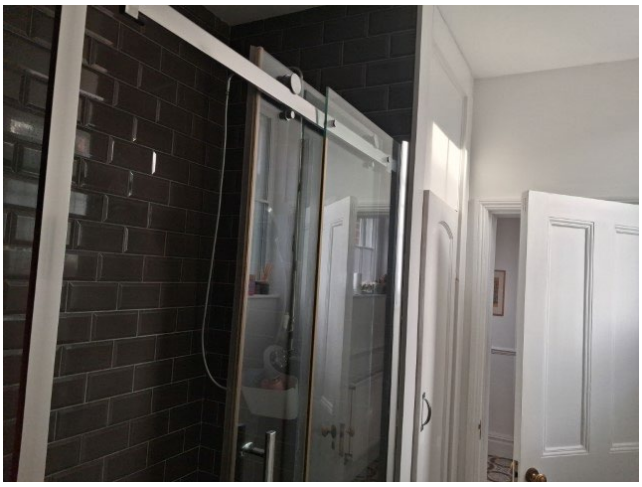



Photo 6 and 7 – View of GF bathroom



Photo 8 – View of FF hallway and new wall

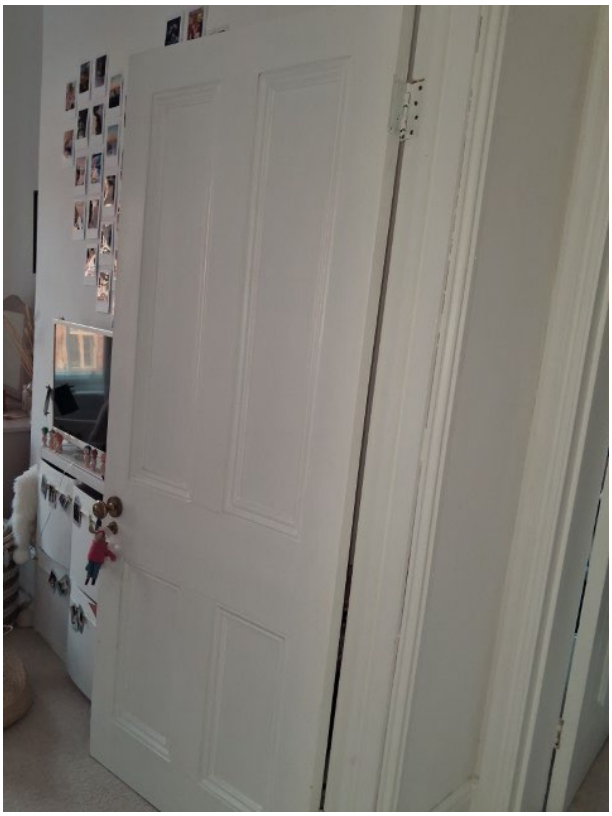
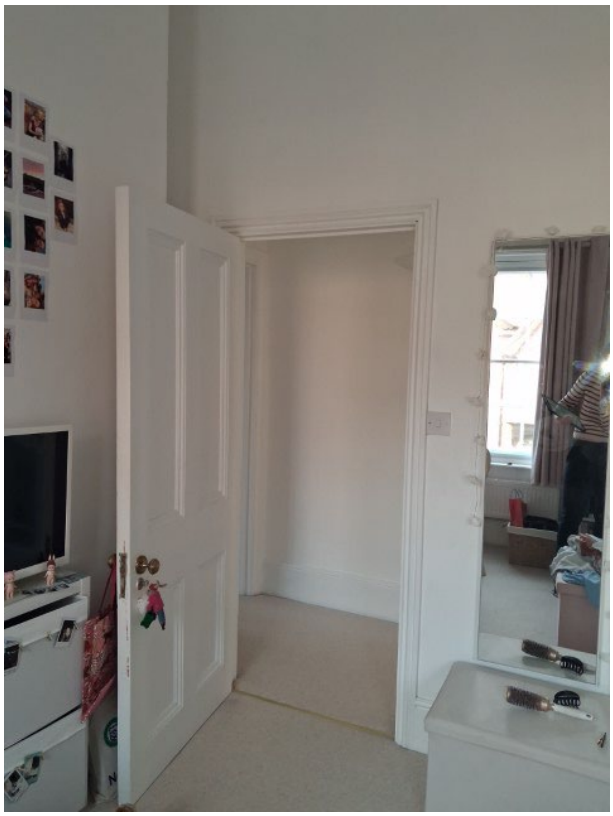



Photo 9 and 10 – View of bedroom 2 new doorway and wall

Project Design

Reason for the Project:

The project was granted consent to Change Use Class from an office to a single residential dwelling under application 170925 and 170926 in 2017 and was converted at this point. Subsequently work was carried out to replace the modern bathroom and boiler, replace the existing kitchen and to install a timber stud wall on the first floor to separate Bedroom 2 and 3 in terms of access to improve functionality.

These are minor works impacting upon modern fabric only and have been completed to a high standard however lacked Listed Building Consent at the time of implementation. Now that a house sale is being processed this has been requested and is now the subject of this application.

Approach and Methodology

In line with the guidance produced by Historic England and the NPPF this report is supported by desk based research and a field evaluation to a level of detail proportionate to the assets' importance and sufficient to understand the potential impact of the proposal on their significance. A design review has been conducted and fed back to minimise potential harm to the heritage assets identified and to encourage the application of heritage gain or benefit where appropriate and available.

A site visit was undertaken as part of the site investigation in order to understand important relationships in the area surrounding the site.
Date of Site Visit:19/11/26
Weather conditions at time of visit: Dry

Desktop research was carried out in order to set out an understanding of the form and history of the Heritage Asset. This includes the historical development of the heritage asset and an analysis of its surviving fabric as well as an analysis of the setting of the heritage asset.

The following information sources have been used when conducting desk based research:
Historic England List of Protected Historic Sites x
Historic England/ Local Authority Heritage Gateway x
National Planning Policy Framework x
Planning Practice Guidance: Conserving and enhancing the historic environment x
Relevant Local Plans and Planning Records x
Conservation Area Character Appraisal x
Local Authority Landscape Character Assessment n/a
The Local List of Buildings and Monuments x
The Genealogist x
Historic Mapping Archives x
Local Records Office Other (please state):

Schedule Of Intervention:

The following outlines the proposed interventions including:

- *What is being changed, added, removed, or altered*
- *The scale and extent of the intervention*
- *Materials, design, and methods*
- *Whether the change is reversible or permanent*

1. Replace modern bathroom with new sanitaryware and finishes. New boiler and enclosure, existing flue route through roof used. New timber enclosure for washing machine and tumble dryer. Existing extract utilised.
2. Replace modern kitchen with new kitchen and finishes.
3. New timber stud wall on first floor to separate access to bedroom 2 and 3. Relocate existing door. New architrave and skirting to match existing.
4. Like for like redecoration internally.
5. Like for like repair and redecoration of existing windows.
6. Replacement of existing modern main electricity fuse box to standards and certificated
7. New tiled flooring to replace modern finishes in the entrance hall. New carpets and lino in the bathroom and kitchen. No change to historic fabric.
8. Fully removable secondary glazing to roadside windows

No structural works.
No change to existing ventilation,
No external changes.
No proposed extensions.

Setting Overview/ Context:

The site is situated in a prominent location within Wokingham Town Centre, on the south side of Rectory Road and close to the junction with Broad Street. The building sits immediately on the pavement edge. The building is the former service wing to No.41 Broad Street/ Colburn House (separately Listed),and is described as being mid 19th Century with alterations mid 20th Century.

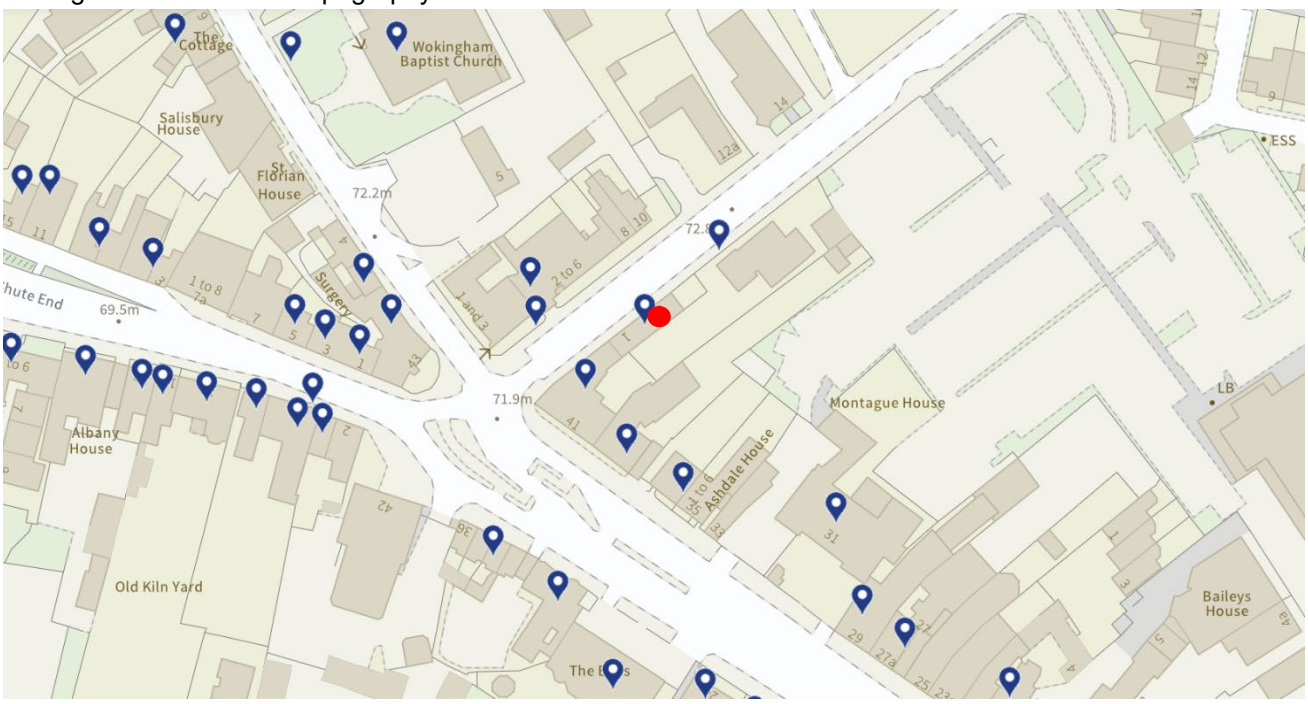
The property is a two storey traditional brick building with a rectangular footprint. It has a slate roof containing 2no. brick chimneys. The windows are traditional timber sashes with gauged brick arches over. There is a traditional 4 panel front door with a moulded architrave frame with pediment. There is a small courtyard garden to the north east of the property which is enclosed by a high brickwork wall. The rear of the property backs immediately onto another garden and is not accessible.

The property use was changed from office to a single residential dwelling in 2017 under approvals 170925 and 170926 and has remained as that purpose since.

The Site is situated within Wokingham Town Conservation Area, and the building is Grade II Listed as a pair with No 1 Rectory Road.

This application relates to internal works only and involves no external alterations.

Setting: Urban Area Topography: Flat



Map taken from Historic England Listing Database. Property shown with a red dot.

Site Planning History:

180598 (LBC)
Listed Building consent to change the use of the building from single dwellinghouse to form 1 x 2-bed & 1x1-bed flats with minor internal alterations and small extension to north east end of the building. Formation of door through boundary wall to provide access. Re- submission of applications 162715 & 162716.
Received:28/02/2018 Decision: Refused

180597 (FULL)
Full planning application for proposed change the use of the building from office to residential to form 1 x 2-bed and 1 x 1-bed flats with internal alterations; single storey side extension to the existing building plus insertion of door through front boundary wall to provide access. Re-submission of applications 162715 & 162716. Received:28/02/2018 Decision: Refused

170926 (LBC)
Listed building consent for the proposed change of use of the building from office to residential to form 1 x 3 bed dwelling. Received:27/03/2017 Decision: Approve

170925 (FULL)
Full planning application for proposed change of use of the building from office to residential to form 1 x 3 bed dwelling. Received: 27/03/2017 Decision: Approve

162716 (LBC)
Listed building consent for proposed change the use of the building from office to residential to form 2 x 2-bed flats with internal alterations; two storey side extension to the existing building plus insertion of a door through front boundary wall to provide access. Please note that this appeal is linked with Planning Appeal APP/X0360/W/17/3178050 (162715). Received: 29/09/2016 Decision:Refused

162715 (FULL)
Full planning application for proposed change the use of the building from office to residential to form 2 x 2-bed flats with internal alterations; two storey side extension to the existing building plus insertion of a door through front boundary wall to provide access. Please note that this appeal is linked with Listed Building Consent Appeal APP/X0360/Y/17/3178048 (162716). Received: 30/09/2016 Decision:Refused

141701 (COU)
Proposed change of use from commercial (office) use to residential (C3) use to create 1no dwelling.
Received:14/11/2014 Decision:Not proceeded with

141702 (LBC)
Application for Listed Building Consent for proposed change of use from commercial (office) use to residential (C3) use to create 1no dwelling, to include internal alterations.
Received:14/11/2014 Decision: Not proceeded with

132169 (LBC)
Application for Listed Building consent to place a brass name plaque on a wooden plinth on wall next to front door. Received:10/05/2013 Decision: Approve

Impacted Heritage Assets:

The building sits within the Wokingham Town Centre Conservation Area.

The building is Grade II Listed.

Official list entry
Heritage Category: Listed Building
Grade: II
List Entry Number: 1118031 Date first listed: 15-Jul-1987
List Entry Name: 1 AND 3, RECTORY ROAD
Statutory Address 1: 1 AND 3, RECTORY ROAD

Location
Statutory Address:1 AND 3, RECTORY ROAD
District: Wokingham (Unitary Authority) Parish: Wokingham National Grid Reference: SU 81053 68738

Details
WOKINGHAM RECTORY ROAD SU 8168 NW (South east side) 18/6 Nos. 1 and 3 G.V. II Service wing, now offices, to and adjoining No.41 Broad Street (Colborn House) listed separately 18/7. Mid C19, altered mid C20. Brick, slate gabled roof. 2 storeys. Corbelled brick eaves. 2 corbelled ridge chimneys. Sash windows with glazing bars and gauged brick arches, irregularly spaced. Ground floor has 2 sash windows and one smaller to left of 4 panelled entrance door to No.3, in moulded architrave frame with pediment. 3 sash windows on first floor. One bay sash windows to right of this; one additional sash on ground floor then a 4-panelled entrance door to No.1 under a segmental arched brick head.
Listing NGR: SU8105368738

Legacy
Legacy System number: 41716 Legacy System: LBS

The building is within the context of a Listed Building (see above and below).

Official list entry
Heritage Category: Listed Building
Grade: II
List Entry Number: 1155357 Date first listed: 15-Jul-1987
List Entry Name: Wall Adjoining Nos 1 and 3 on the North East
Statutory Address 1: WALL ADJOINING NOS 1 AND 3 ON THE NORTH EAST, RECTORY ROAD

Location
Statutory Address: WALL ADJOINING NOS 1 AND 3 ON THE NORTH EAST, RECTORY ROAD
District: Wokingham (Unitary Authority) Parish: Wokingham National Grid Reference: SU 81069 68754

Details
WOKINGHAM RECTORY ROAD SU 8168 NW (South east side) 18/5 Wall adjoining Nos. I and 3 on the north east. G.Y. II Garden wall enclosing garden of No.41 Broad Street (Colborn House) listed separately 18/7. Late C18. Brick with rounded brick coping. Approximately 2 1/4 metres high and 52 metres long.
Listing NGR: SU8106968754

Legacy
Legacy System number: 41717 Legacy System: LBS

Job number: 2291
3 Rectory Road, Wokingham, RG40 1DJ

Official list entry
Heritage Category: Listed Building
Grade: II
List Entry Number: 1154692 Date first listed: 12-Nov-1951
List Entry Name: Colburn House
Statutory Address 1: COLBURN HOUSE, 41, BROAD STREET
Location
Statutory Address: COLBURN HOUSE, 41, BROAD STREET
District: Wokingham (Unitary Authority) Parish: Wokingham
National Grid Reference: SU 81040 68724

Details
WOKINGHAM BROAD STREET SU 8168 NW (North side) 18/7 No.41 (Colburn House) 12.11.51 G.V. II
Town house, now offices and part house. Late C18, altered and extended mid C19 and mid C20. Brick, slate gabled roof. L-plan with C19 service wing at rear, now 1 and 3 Rectory Road listed separately 18/6. 2 storeys, cellar and attics. Flanking chimneys: 3 dormers with flat lead heads and 2-light casements. Sash windows, glazing altered. 5 bay front, projecting plinth, painted string at first floor cill level; narrow moulded and modillioned cornice; C19 parapet and stone coping. 6 fielded panelled central door with sidelights and semi-circular sidelight; approached by 6 stone steps. 1 bay C19 extension on left with parapet and coping, large french casements at first floor with iron balcony and pent hood over. Return front facing Rectory Road: 2 storeys gabled end with 2 flank chimneys, cross window on ground floor and plain ledged door to left. To left of this the former service wing with Gothic window on first floor, with 2 sash windows with glazing bars on the left. On ground floor 4 similar sash windows with plain ledged door to left. This wing continues as No. 1 and 3 Rectory Road. B.O.E. (Berkshire) p.309.
Listing NGR: SU8104068724

Legacy
Legacy System number: 41645
Legacy System: LBS

Assessment Of Significance:

Heritage has cultural, social, economic and environmental values. The attributes that combine to define the significance of a historic building can relate to its physical properties or to its context. – BS 7913:2013.

Development proposals affecting heritage assets should be accompanied by an assessment of the significance of the assets affected (including any contribution made by their setting) and of the potential effect of the proposal on their significance. The level of detail should be proportionate to the assets' importance and no more than is necessary to understand the potential effect of the proposal on their significance. The relevant historic environment record should be referred to in making this assessment, and appropriate expertise employed where necessary – NPPF

Significance (for heritage policy): The value of a heritage asset to this and future generations because of its heritage interest. The interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting - NPPF

We have used the following levels and definitions within this report to grade 'Significance':

Level	**Meaning**
Exceptional	National or international importance
High	Strong regional or national value
Moderate	Local importance with some wider interest
Low	Limited heritage value but still contributes
Neutral/Negative	No heritage value or detracts from significance

Archeological Interest: *As defined in the Glossary to the National Planning Policy Framework, There will be archaeological interest in a heritage asset if it holds, or potentially holds, evidence of past human activity worthy of expert investigation at some point.*
This area of Wokingham is noted for its high archaeological value particularly for post medieval deposits. The works however do not involve below ground works and therefore this has not been reviewed in detail.
The project is not within nor close to a Scheduled Ancient Monument.
Level Assigned: High

Architectural and Artistic Interest: *The design and general aesthetics of a building or place. They can arise from conscious design or fortuitously from the way the heritage asset has evolved.*

Design and aesthetics: The property is a simple two storey traditional building subservient in architectural design and detailing to the historically connected taller and larger main building (No.41) which addresses Broad Street. No 1 and 3 Rectory Road acted as its service wing. No.3 is 19th century in its design, a later build to the main house on Broad Street.

Structural design, layout and form: It is a simple solid brick wall construction in a rectangular form. It is connected to No.1 Rectory Road which is turn is connected to No.41 Broad Street. It has its own entrance door from Rectory Road which is historic in nature and not the result of the past change of use.
Origins: The property appears to have been built in two phases in the 1950s with no. 1 having been built first. They appear to replace earlier buildings on the site.
Fabric and Materials: 1 and 3 Rectory Road are a two storey building of brick construction in Flemish bond and shallow pitched gabled roof finished with slates. There is a physical connection to 41 Broad Street. The extent of this phase of development along Rectory Road is defined by a straight joint at the south-west end and the gable end to the north-east. The design of the building and materials are consistent with a 1850s to 1860s date of construction. The two properties Listed together have a line in the slates delineating the re-roofing of each at different stages, likely under separate ownership.
Internal Details: The joinery throughout the ground and first floor is simple in design and includes skirting boards, dado rail, picture rails, door architraves and four-panelled doors. The types of mouldings are consistent with a 19th century date. All of the principal rooms would have been originally served by fireplaces. The original fire surrounds have been removed but the chimney breasts remain legible features of these rooms.
The staircase appears to be 19th Century in its design and has slender square section balusters, an unpainted timber handrail and carved tread ends.
The over all layout appears to have changed little from the description available of the building in 1912.
Level Assigned: Moderate

Historic Interest: *An interest in past lives and events (including pre-historic). Heritage assets can illustrate or be associated with them. Heritage assets with historic interest not only provide a material record of our nation's history, but can also provide meaning for communities derived from their collective experience of a place and can symbolise wider values such as faith and cultural identity.*

Past associations: The property was originally part of Colburn House, as was no. 1 Rectory Rd, and is physically connected. Colburn House first appears on the Wokingham enclosure map 1817. It is understood to have been built in the late 1700s and was reflective of the towns success as a market town and a stage coach route.

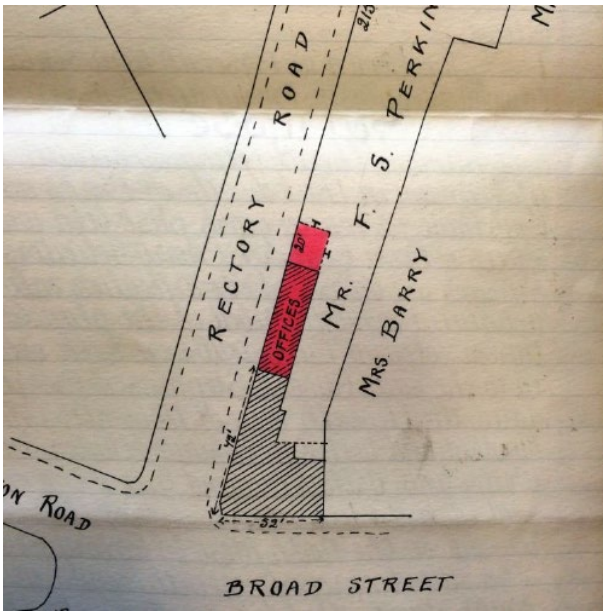
The property itself does not appear on the mapping until the 1850s. At this point the property is owned and occupied by Thomas Quentery. Rectory Road does not exist and the property plot length is elongated and considerable in size.

It is understood that the property was on lease to Messrs. Cooke, Cooper and Barry as offices for a term of 14 years from September 29th 1899 to 1912.

The property then appears in the 1912 sales particulars described as an office:
Adjoining, with separate entrance, are a suite of offices, including

- On the first floor – three rooms;
- On the ground floor – Lobby, Clerk's Office, Private Office, W.C. and Lavatory.

The existing layout reflects this description. It is understood to have remained an office and then was sold as a separate property in 1929. The conveyance document is shown below:



It remained an office under several different ownerships until 2017 when it was converted to residential due a drop in local demand.

Level Assigned: Low

Historic Mapping

– For reference dating only, not for reproduction



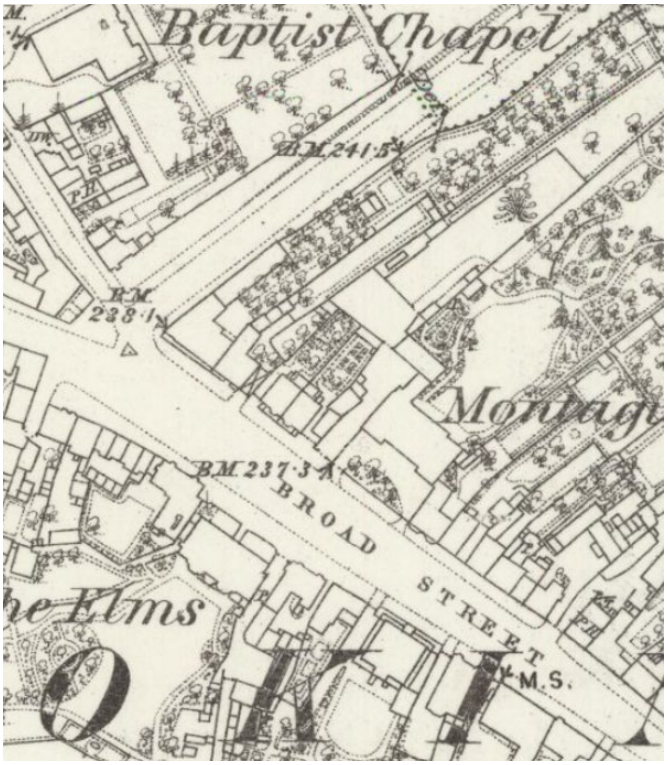
Extract from Map of Parish of Wokingham 1825



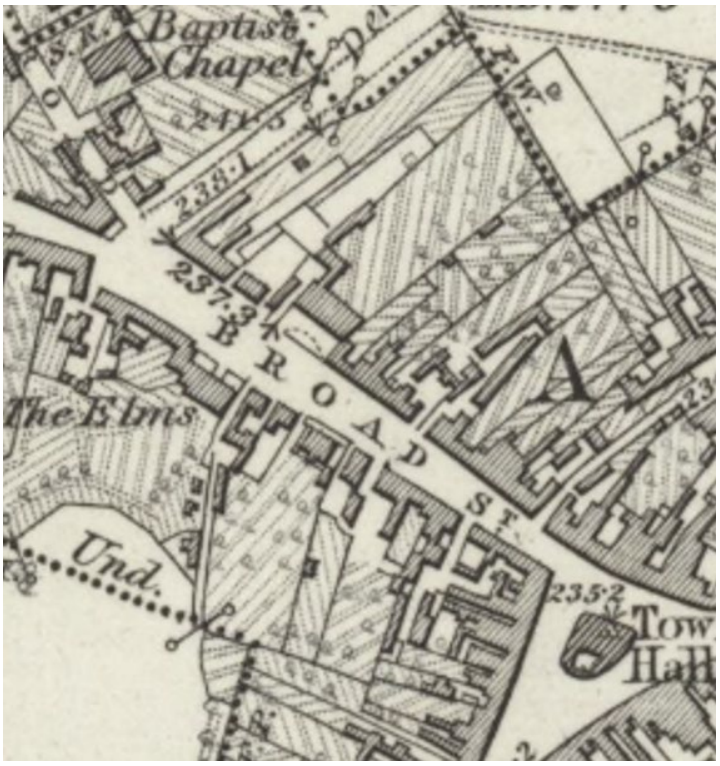
Tithe Mapping 1845



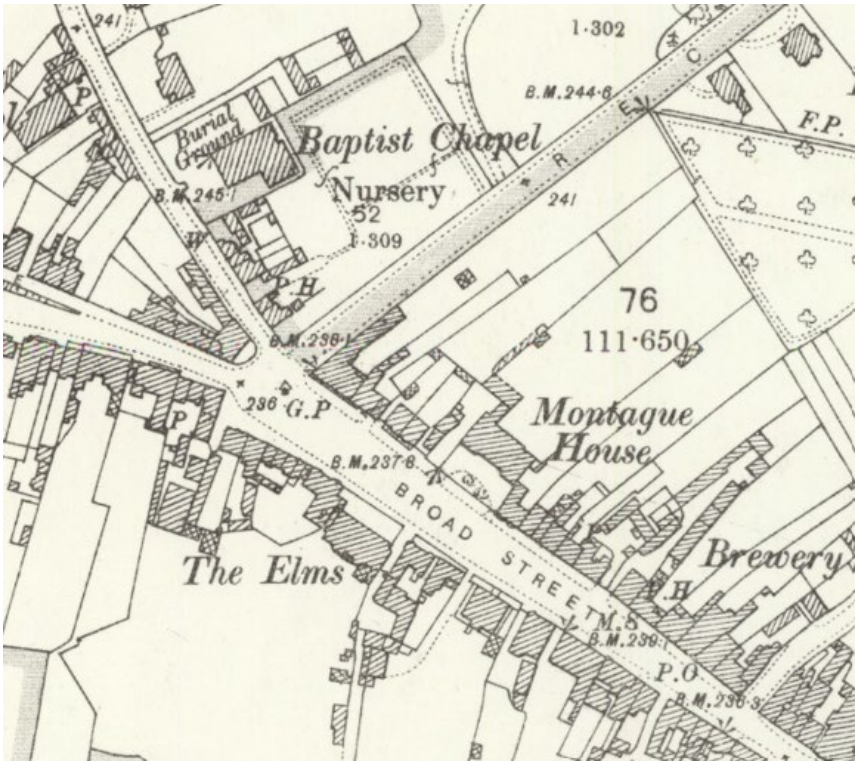
Extract from Berkshire XXXVIII 15.8 1872



Extract from Berkshire XXXVIII.15 1875



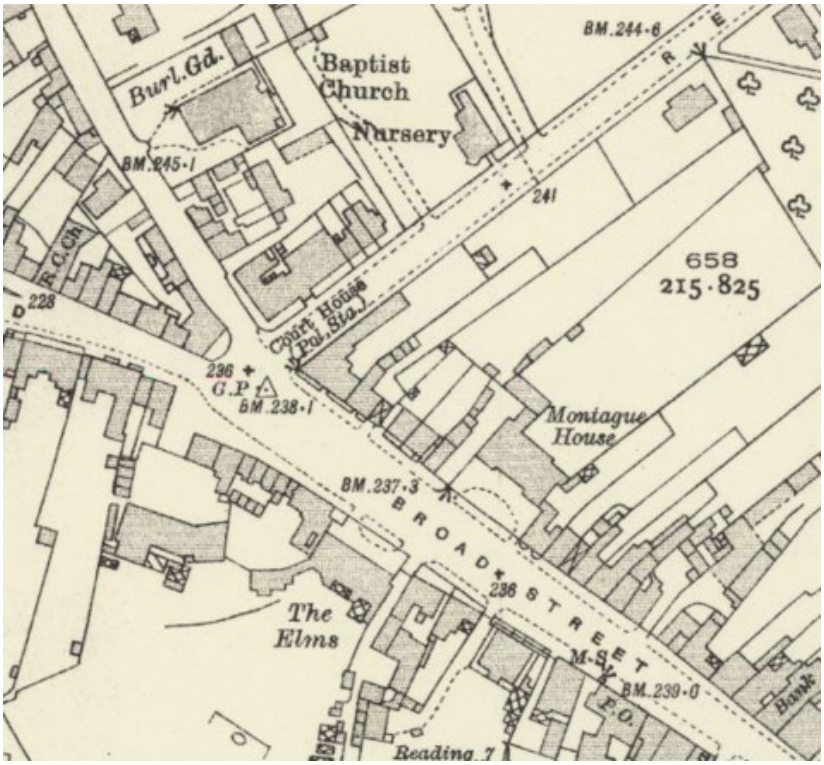
Extract from Berkshire XXXVIII 1883



Extract from Berkshire XXXVIII.15 1899



Extract from Berkshire XXXVIII.15 1911



Extract from Berkshire XXXVIII.15 1933



Extract from SU8168 1964

Development Impact On The Significance Of The Historical Asset:

Assessments of the potential effects of development proposals on the significance of heritage assets (including through effects on their setting) should identify whether proposals would be likely to*:*
a. Have a positive effect, which is where the significance of a heritage asset would be enhanced, or better revealed; or
b. Have no effect on the significance of a heritage asset; or
c. Result in harm to the significance of a heritage asset, either from work affecting the asset itself or from development within its setting. The degree of harm should be identified: substantial harm would occur where the development proposal would seriously affect a key element of the asset's significance; or
d. Cause the total loss of the significance of a heritage asset.

The level of impact is assessed as follows within this report as per the following definition:

Impact Level	**Meaning**
Positive Effect	The significance of the heritage asset is enhanced or better revealed.
No Effect	Neutral outcome. The development neither damages nor reveals/enhances the historic value of the asset.
Harm	Any negative impact that diminishes an asset's historic, architectural, or archaeological interest. This can include minor visual intrusions into its setting or reversible physical alterations.
Substantial Harm	The development proposal would seriously affect a key element of the asset's significance to the point where it compromises the main traits that justified the asset's designation in the first place.
Total Loss	Cause the total loss of the significance of a heritage asset.

In making this assessment it is the effect on a heritage asset's significance rather than the scale of the development which should be considered.

1. Archeaological Impact:

There are no proposed below ground works so the intervention does not disturb archaeological potential.

Impact Level	**Impact Level Assigned**
Positive Effect	
No Effect	X
Harm	
Substantial Harm	
Total Loss	

Justification where harm occurs: N/A

2. Architectural/ Artistic Impact:

Impact on Setting: There are no proposed external changes so there is no impact upon key views, the character of the surroundings nor how the building is experienced. The building is in a good state of external repair and has been well maintained by the current owner.

Scale and Massing: There is no impact upon the scale and massing of existing building as a result of the proposals. The proposals are internal only.

Impact on Building Form: There is no change to the building form as a result of the proposals.

Internal Changes:

Bathroom Works: the replacement bathroom replaced modern finishes and fixtures and has been carried out to a high standard. The boiler enclosure is sympathetic, and reversible as is the washing machine cupboard and does not result in the loss of historic fabric nor harm or loss of internal detailing. The bathroom continued to utilise the existing ventilation and drainage. The boiler ventilation route was not altered and continues to vent through the roof as it did originally.

Kitchen Works: The replacement kitchen replaces a modern fit out installed as part of the 2017 Change of Use. There is no loss of historic fabric nor any changes to the existing internal detailing.

First Floor Wall and door: The new wall and door is a logical requirement to allow bedroom 2 and 3 to function separately. Although it alters the plan form, it does so in a reversible manner. There was no loss of historic fabric as a result of the intervention and the new architrave and skirting has been carefully matched to the adjacent examples. The work has been carried out to a high standard.

General redecoration and finishes renewal: These were all carried out like for like as part of the proactive positive maintenance of the property. They impacted upon modern fabric only and did not require the removal of historic fabric.

Replacement Fuseboard: This was carried out for the fire safety of the dwelling and the well being of the occupants to ensure that the electrical safety met with modern regulations. There was no loss of historic fabric as a result.

Secondary Glazing: This improves the thermal comfort of the property, improves its thermal efficiency and reduces the traffic noise from the road. The systems are fully removable and this intervention is reversible.

Impact Level	Impact Level Assigned
Positive Effect	
No Effect	X
Harm	
Substantial Harm	
Total Loss	

Justification where harm occurs:N/A

Historical Impact:

The proposals support the use as a single residential dwelling in a positive manner aligning with its long term conservation and functionality. It does not obscure or enhance understanding of the asset's story nor does it change how the building is experienced within the Conservation Area.

There is no loss of historic fabric or detailing as a result of the proposals.

Communal: The proposals do not affect how people use, remember, or value the building or its setting.

Use: The proposals retain the building use as a single residential dwelling. The proposals enhance the standard of the accommodation ensuring long term high quality investment in the built fabric of the local area.

Impact Level	Impact Level Assigned
Positive Effect	
No Effect	X
Harm	
Substantial Harm	
Total Loss	

Justification where harm occurs:N/A

Relevant Policy:

The Government has set out its planning policies framework for the historic environment in the National Planning Policy Framework (NPPF) outlining the framework within which local authorities should consider the importance of conserving, or enhancing aspects of the historic environment within the planning process. This was published in March 2012 and replaced in 2018, 2019, 2021, 2023, 2024 and 2026.

Conservation as defined by the NPPF is an active process of maintenance and managing change. It requires a flexible and thoughtful approach to get the best out of assets as diverse as listed buildings in every day use and as yet undiscovered, undesignated buried remains of archaeological interest.

In the case of buildings, generally the risks of neglect and decay of heritage assets are best addressed through ensuring that they remain in active use that is consistent with their conservation. Ensuring such heritage assets remain used and valued is likely to require sympathetic changes to be made from time to time. In the case of archaeological sites, many have no active use, and so for those kinds of sites, periodic changes may not be necessary, though on-going management remains important.

Where changes are proposed, the National Planning Policy Framework sets out a clear framework for both plan-making and decision-making in respect of applications for planning permission and Listed Building consent to ensure that heritage assets are conserved, and where appropriate enhanced, in a manner that is consistent with their significance and thereby achieving sustainable development. The National Planning Policy Framework defines a heritage asset as, ‘a building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage assets are either designated heritage assets or non-designated heritage assets.

The NPPF recognises that Heritage assets are an irreplaceable resource, and range from sites and buildings of local historic value to those of the highest significance, such as World Heritage Sites which are internationally recognised to be of Outstanding Universal Value. These assets should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations.

HE4: Securing the conservation of heritage assets

1. Heritage assets, as an irreplaceable resource, should be conserved in a manner appropriate to their significance. To achieve this, development proposals which would affect the significance of heritage assets, including any contribution made by their setting should: a. Maintain or secure a use consistent with their conservation, taking into account the importance of maintaining the assets, the positive contribution they can make to sustainable communities including local economies, and the positive contribution they can make to local character and distinctiveness; and b. Avoid (or if that is not possible, minimise) harm to the significance of heritage assets, and instead conserve this significance.

2. Any harm to, or loss of, the significance of a designated heritage asset (including from development within its setting) should have a clear and convincing justification in accordance with the policies in this chapter.

3. Where there is evidence of deliberate neglect of, or damage to, a heritage asset, the deteriorated state of the asset should not be taken into account in any decision relating to the asset.

4. Proposals for enabling development, which would otherwise conflict with other policies in this Framework and/or those in the development plan, but which would secure the future conservation of a heritage asset, should be considered on the basis of whether the conservation benefits outweigh the disbenefits of departing from the policies concerned.

In making this assessment it is the effect on a heritage asset's significance rather than the scale of the development which should be considered.

Where a development proposal involves, or has the potential to involve, a heritage asset with archaeological interest, an appropriate desk-based assessment should be undertaken and, where necessary, a field evaluation. These should be used to help understand the asset's significance and the potential effect of the proposal on this, which should inform the design, mitigation and implementation of the development.

HE6: Proposals affecting designated heritage assets

1. When considering the potential effect of a development proposal on the significance of a designated heritage asset, substantial weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential effect amounts to a positive effect, harm, substantial harm, or total loss of its significance.

2. Development proposals which would have a positive effect on a designated heritage asset should be supported.

3. Any harm to a designated heritage asset will be a matter of considerable importance and weight, which should be dealt with in accordance with paragraphs 4 to 6 of this policy.

4. Where a development proposal would harm the significance of a designated heritage asset the effect on the asset and its significance should be weighed against any public benefits resulting from the proposal. Important public benefits can include securing the long-term reuse of a vacant or underused listed building, and enabling energy efficiency and low carbon heating measures to be employed.

5. Where a development proposal would cause substantial harm to, or the total loss of, the significance of a designated heritage asset, consent should be refused unless it can be demonstrated that the harm is necessary to achieve substantial public benefits that outweigh the harm or loss, or if all of the following apply: a. The nature of the heritage asset would otherwise prevent all reasonable uses of the site; b. No suitable use for the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; c. Conservation by grant-funding or some form of not for profit, charitable or public ownership is not possible; and d. The harm or loss is outweighed by the benefit of bringing the asset back into use.

Changes to the setting of historic buildings / Conservation Areas are to be sympathetic in terms of siting, proportion, scale, form, height, materials and detailing. All design work and procedures should follow guidance outlined in BS 7913:2013 Guide to the Conservation of Historic Buildings.

Conclusion

Overall the project is minor in nature and impacts upon modern finishes and fabric only. It involves work which is reversible in nature, improving functionality and aligned with its long term conservation. The proposals bring the building accommodation up in quality to ensure continued quality investment in the building fabric.

The following summarises the level of Harm caused to the Significance of the heritage asset by the proposed interventions, the justification for harm where relevant and any proposed mitigation methods that can be applied to minimize or reduce harm:

	Significance Value (Exceptional, High, Moderate, Low, Neutral/Negative)	**Level of Impact** (Positive Effect, No Effect, Harm, Substantial Harm or Total Loss)	**Mitigation of harm/ comments**
Archaeological	High	No Effect	
Architectural/ Artistic	Moderate	No Effect	
Historical	Low	No Effect	

The test of heritage harm is a critical aspect of planning decisions involving heritage assets. It involves assessing the potential impact of proposed development on the significance of a heritage asset. The National Planning Policy Framework (NPPF) outlines Three levels of Impact: Positive Effect, No Effect and Harm. Harm is then further split into Harm, Substantial Harm and Total Loss.

Harm is defined as any negative impact that diminishes an asset's historic, architectural, or archaeological interest. Substantial harm is defined as harm that would severely damage the heritage asset's significance to the point where it compromises the main traits that justified the asset's designation in the first place.

Under the new NPPF development proposals which would have a positive effect on a designated heritage asset should be supported. Where a development proposal would harm the significance of a designated heritage asset the effect on the asset and its significance should be weighed against any public benefits resulting from the proposal.

We believe in this instance that the proposals are sympathetic to the existing building and its setting and overall cause no harm to the Listed Buildings significance with no loss of historic fabric.

We believe that the proposal maintains a use consistent with their conservation. The proposals take great care to preserve the building, and its setting as well as any features of special architectural or historic interest which it possesses. The proposals are respectful in relation to the material palette and detailing used.

The proposals act in accordance with the requirements of the local authority as well in accordance with Historic England development guidelines and policies and we believe should be supported.

Assessor Details:
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