



Application for Planning Permission; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); 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	Thomas Cowley High School
Address Line 1	School Lane
Address Line 2	Donington
Address Line 3	Lincolnshire
Town/city	Spalding
Postcode	PE11 4TF

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

Easting (x)	Northing (y)
521202	335712

Description

Applicant Details

Name/Company

Title

Mr

First name

James

Surname

Caborn

Company Name

Cowley Academy

Address

Address line 1

Cowley Academy, School Lane

Address line 2

Donington

Address line 3

Town/City

Spalding

County

Lincolnshire

Country

Postcode

PE11 4TF

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Joshua

Surname

Parsons

Company Name

Charles Garth Chartered Surveyors & Property Consultants

Address

Address line 1

The Catalyst

Address line 2

Baird Street

Address line 3

Town/City

York

County

Country

United Kingdom

Postcode

YO10 5GA

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

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 details of proposals to alter, extend or demolish the listed building(s)

The proposed works include the replacement of the existing dilapidated single glazed aluminium, some with Crittall inset bars and Crittall openers, and timber windows in the Grade II Listed drama block (former Village Youth Centre) with new powder-coated aluminium window to match the style, profile and size of the existing windows. Colour - White.

The proposed works also include for installing partition walls in the drama block to create a lobby/corridor, and lining the internal walls at ground floor level with Plywood Core Mermaid Board. To be fixed to 50x25mm softwood timber battens at min. 500mm centers over external walls. Generally, all existing timber and walls not lined are to be redecorated (comprising 1no. mist coat and 2no. finishing coats of Eggshell). Intermittent extract systems are to be installed in the toilet facilities, which will extract out of louvered panes in the new windows.

In addition to the above, existing floor coverings are to be carefully removed to allow the sub-floor to be made good as required. Existing floor coverings to be reinstated upon completion of repairs. New floor grade plywood is to be laid over the sub-floor with Polyflor Polysafe Standard PUR vinyl finish (to be installed in strict accordance with manufacturers detail).

As part of the proposed works, a suspended ceiling (Armstrong Tegular 600 x 600mm Reveal Edge (24mm Grid) Ceiling Tiles (or similar approved)) is to be installed in the area indicated by 'SC' on the proposed elevations and plans. Elsewhere, existing plasterboard ceilings are to be renewed as required. Note: suspended ceilings to be installed at height of transoms to windows W.03, W.09 & W.14 on the proposed elevations and plans.

Finally, a new fence (to match the existing) is to be installed along the East elevation of the drama block. Photos of the type of fence have been provided within the supporting documents.

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

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).

Please refer to submitted drawings (Proposed Plans and Elevations) for drawing references

Windows - New powder-coated aluminium window to match style, profile and size of existing - Colour - White. Opening lights to locations indicated on elevation. Note: Where extract system is shown to terminate through proposed window the opening light is to be fixed. Louvred panels are to be to window manufacturers detail and specification.

External Doors - ED.01 is blocked up internally at present. Door is to be reinstated with existing timber door to be refurbished as required.

Internal Walls - Where indicated on drawing internal walls are to be lined internally with Plywood Core Mermaid Board (or similar approved). To be fixed to 50x25mm softwood timber battens at min. 500mm centers over external walls. Generally, all existing timber and walls not lined are to be redecorated comprising 1no. mist coat and 2no. finishing coats of Eggshell.

Internal Floors - Existing floor coverings to be carefully removed to allow sub-floor to be made good as required. Existing floor coverings to be reinstated upon completion of repairs. New floor grade plywood to be laid over sub-floor with Polyflor Polysafe Standard PUR vinyl finish over - to be installed in strict accordance with manufacturers detail.

Ceilings - Suspended ceiling to be installed to area indicated by 'SC' - Armstrong Tegular 600 x 600mm Reveal Edge (24mm Grid) Ceiling Tiles (or similar approved). All to be installed in strict accordance with manufacturers recommendations. Elsewhere, existing plasterboard ceilings are to be renewed as required. Note: Suspended ceiling to be installed at height of transoms to windows W.03, W.09 & W.14.

Fencing - New fence to match existing to East elevation as indicated on ground floor plan drawing. Existing fence to be adapted to suit.

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:

Painted single glazed timber windows Powder coated single glazed metal window, some with Crittall inset bars and Crittall openers

Proposed materials and finishes:

Powder-coated aluminium window to match style, profile and size of existing - Colour - White. Opening lights to locations indicated on elevation. Where extract system is shown to terminate through proposed window the opening light is to be fixed. Louvred panels are to be to window manufacturers detail and specification.

Type:

External doors

Existing materials and finishes:

ED.01 is blocked up internally at present.

Proposed materials and finishes:

Door is to be reinstated with existing timber door to be refurbished as required.

Type:

Ceilings

Existing materials and finishes:

Exposed timber truss with painted timber panelling. Plasterboard ceiling with a plaster skim and paint finish.

Proposed materials and finishes:

Suspended ceiling to be installed to area indicated by 'SC' - Armstrong Tegular 600 x 600mm Reveal Edge (24mm Grid) Ceiling Tiles (or similar approved). Suspended ceiling will be installed below the exposed timber truss with painted timber panelling. Elsewhere, existing plasterboard ceilings are to be renewed as required, with new plasterboard and a plaster skim and paint finish.

Type:

Internal walls

Existing materials and finishes:

Exposed masonry brick with a paint finish. Plasterboard with a plaster skim and paint finish.

Proposed materials and finishes:

Where indicated on the Proposed Plans and Elevations drawing, internal walls and new partition walls are to be lined internally with Plywood Core Mermaid Board. To be fixed to 50x25mm softwood timber battens at min. 500mm centers over walls. Generally, all existing timber and walls not lined are to be redecorated comprising 1no. mist coat and 2no. finishing coats of Eggshell.

Type:

Floors

Existing materials and finishes:

Treated/painted timber floor boards

Proposed materials and finishes:

Existing floor coverings to be carefully removed to allow sub-floor to be made good as required. Existing floor coverings to be reinstated upon completion of repairs. New floor grade plywood to be laid over sub-floor with Polyflor Polysafe Standard PUR vinyl finish over - to be installed in strict accordance with manufacturers detail.

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

Powder coated metal security fencing. Colour - black.

Proposed materials and finishes:

Existing powder coated metal security fencing to be extended. New fencing to match style, colour and height of existing.

Type:

Other

Other (please specify):

W.C Extraction System

Existing materials and finishes:

N/A

Proposed materials and finishes:

New mechanical intermittent extraction units to be installed in the existing toilets. Extract system is to terminate through proposed windows opening light. Louvred panels are to be to window manufacturers detail and specification.

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

Design and Heritage Statement

Existing Plans and Elevations

Proposed Plans and Elevations

Window Type Details

Existing fencing to be extended (JPG)

General View of Internal Areas (JPG)

Site Area

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

256.00

Unit

Sq. metres

Existing Use

Please describe the current use of the site

Educational facility

Is the site currently vacant?

☐ Yes

☒ No

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

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

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

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

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

If Yes to either or both of the above, 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'.

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

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 add all the exemptions or transitional arrangements that apply and provide a reason why

Exemption:

Temporary exemption for non-major developments (small sites exemption)

Reason for selecting exemption:

Commercial development where floor space created is less than 1,000 square metres or total site area is less than 1 hectare

Note: Please read the help text for further information on the exemptions available and when they apply

Waste Storage and Collection

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

- ☐ Yes
- ☒ No

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

- ☐ Yes
- ☒ No

Residential/Dwelling Units

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

- ☐ Yes
- ☒ No

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

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

Trade Effluent

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

- ☒ Yes
☐ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

Small amount of plasterboard, plastic, timber and aluminium windows and glass. Waste to be removed by contractor.

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 & 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

Can you give appropriate notice to **all** the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- ☒ 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* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- ☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

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

**** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.**

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant: ***** REDACTED ***** House name: Dembleby House Number: 12 Suffix: Address line 1: Broad Street Address Line 2: Town/City: Spalding Postcode: PE11 1ES Date notice served (DD/MM/YYYY): 23/01/2024

Person Role

- ☒ The Applicant
- ☐ The Agent

Title

First Name

James

Surname

Caborn

Declaration Date

05/03/2024

- ☒
- Declaration made

Declaration

I/We hereby apply for Full planning & listed building consent 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

Joshua Parsons

Date

05/03/2024