If you would rather make this application online, you can do so on our website:
https://www.planningportal.co.uk/apply

Application for listed building consent for alterations, extension or demolition of a listed building. Planning (Listed Buildings and Conservation Areas) Act 1990

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	Mr	First name:	Marc
Last name:	Whelan		
Company (optional):	South Holland District Council		
Unit:		House number:	House suffix:
House name:			
Address 1:	Council Ofiices		
Address 2:	Priory Road		
Address 3:			
Town:	Spalding		
County:	Lincolnshire		
Country:	England		
Postcode:	PE11 2XE		

2. Agent Name and Address

Title:	Mr	First name:	Andrew
Last name:	Oglesby		
Company (optional):	Oglesby & Limb Ltd		
Unit:		House number:	House suffix:
House name:			
Address 1:	Suite 1 Market Chambers		
Address 2:	12 Market Place		
Address 3:			
Town:	Spalding		
County:	Lincolnshire		
Country:	England		
Postcode:	PE11 1SL		

3. Description of Proposed Work

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

The proposals comprise the construction of a French drain around the perimeter of the base of the Spalding War Memorial, together with a soakaway and associated works to the surfacing and vegetation.

Has the work already started without consent? ☐ Yes ☒ No

If Yes, please state when the work was started (DD/MM/YYYY): _____

(date must be pre-application submission)

Has the work been completed without consent? ☐ Yes ☒ No

If Yes, please state the date when the work was completed (DD/MM/YYYY): _____

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit: _____ House number: _____ House suffix: _____

House name: _____

Address 1: Ayscoughfee Hall Museum and Gardens

Address 2: Church Gate

Address 3: _____

Town: Spalding

County: Lincolnshire

Postcode (optional): PE11 2RA

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: 524919 Northing: 322258

Description:

The Spalding War Memorial is located at the south end of Ayscoughfee Hall Gardens close to the south boundary wall. This is as indicated on drawing A1660-01 rev P1 which is included in the application pack.

5. Related Proposals

Are there any current applications, previous proposals or demolitions for the site? [x] Yes [ ] No

If Yes please describe and include the planning application reference number(s), if known:

Description	Reference number
Cleaning of War Memorial (application withdrawn).	H16-0984-18
General repairs to render, re-carving lettering and adding 25 additional names.	H16-0834-14

6. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? [x] Yes [ ] No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible: [ ]

Officer name: Greg Watkinson

Reference: Telephone conversation

Date (DD/MM/YYYY): (must be pre-application submission) 23/02/2024

Details of pre-application advice received?

The proposals were discussed and Greg advised that Listed Building Consent is required but Full Planning Approval is not.

7. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? [ ] Yes [x] No

If Yes, please provide details:

The proposals have been discussed with the Museum Manager, Julia Knight.

8. Authority Employee / 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 following statements apply to you and/or agent? [x] Yes [ ] No

With respect to the authority, I am:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

The applicant is South Holland District Council

9. Materials

Please provide a description of existing and proposed materials and finishes to be used in the building (demolition excluded):

	Existing (where applicable)	Proposed	Not applicable	Don't Know
External walls			[x]	[ ]
Roof covering			[x]	[ ]
Chimney			[x]	[ ]
Windows			[x]	[ ]
External doors			[x]	[ ]
Ceilings			[x]	[ ]
Internal walls			[x]	[ ]
Floors			[x]	[ ]
Internal doors			[x]	[ ]
Rainwater goods			[x]	[ ]
Boundary treatments (e.g. fences, walls)			[x]	[ ]
Vehicle access and hard standing			[x]	[ ]
Lighting			[x]	[ ]
Others (add description)		French drain - plastic pipe, geotextile membrane and gravel	[ ]	[ ]

Are you supplying additional information on submitted drawings or plans? [x] Yes [ ] No

If Yes, please state plan(s)/drawing(s) references:

A1660-01 rev P1 - Site location plan
A1660-03 rev P1 - Block plan & photos as existing
A1660-04 rev P1 - Block plan & details as proposed
A1660-HIA rev P1 - Heritage Impact Assessment

10. Demolition

Does the proposal include the partial or total demolition of a listed building? ☐ Yes ☒ No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building: ☐ Yes ☒ No

b) Demolition of a building within the curtilage of the listed building: ☐ Yes ☒ No

c) Demolition of a part of the listed building: ☐ Yes ☒ No

If the answer to c) is Yes:

i) What is the total volume of the listed building?(cubic metres)	
ii) What is the volume of the part to be demolished?(cubic metres)	
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	

Please provide a brief description of the building or part of the building you are proposing to demolish:

N/A

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

N/A

11. Listed Building Alterations

Do the proposed works include alterations to a listed building? ☐ Yes ☒ No

If Yes, do the proposed works include: (you must answer each of the questions)

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, photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support and state references for the plan(s)/drawing(s):

The works are limited to excavation within the gardens around the Spalding War Memorial to install a French drain, soakaway and associated making good works to surfacing and vegetation.

12. Listed Building Grading

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic interest? (Note: only one box must be ticked)

Memorial — Grade I ☒ — Ecclesiastical Grade I ☐

Grade II* ☐ — Ecclesiastical Grade II* ☐

Gardens — Grade II ☒ — Ecclesiastical Grade II ☐

Don't know ☐

13. Immunity From Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

☐ Yes ☒ No ☐ Don't know

If Yes, please provide the result of the application:

14. Ownership Certificates

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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.

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

Signed - Applicant:	Or signed - Agent:	Date DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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* of any part of the land or building to which this application relates.

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

Name of Owner	Address	Date Notice Served
Ayscoughfee Hall & Gardens (Charity) c/o Julia Knight	South Holland District Council, Council Offices, Priory Road, Spalding, Lincolnshire, PE11 2XE	18/03/2024

Signed - Applicant:	Or signed - Agent:	Date DD/MM/YYYY):
	Oglesby & Limb Ltd	18/03/2024

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners* of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

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

The steps taken were:

XX

Name of Owner	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):	On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:	Or signed - Agent:	Date DD/MM/YYYY):

14. Ownership Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D
Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner* of any part of the land to which this application relates, but I have/ the applicant has been unable to do so.

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

The steps taken were:

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY):

15. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your 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 (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form: [X]

The original and 3 copies* of a plan which identifies the land to which the application relates and drawn to an identified scale and showing the direction of North: [X]

The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: [X]

The original and 3 copies* of the completed dated Ownership Certificate (A, B, C, or D - as applicable): [X]

The original and 3 copies* of a design and access statement, if required (see help text and guidance notes for details): [X]

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

16. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Signed - Applicant:

Or signed - Agent: Oglesby & Limb Ltd

Date (DD/MM/YYYY): 18/03/2024 (date cannot be pre-application)

17. Applicant Contact Details

Telephone numbers

Country code: | National number: | Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional): [redacted]

18. Agent Contact Details

Telephone numbers

Country code: | National number: 01775 761196 | Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional): design@o-l-ltd.co.uk

19. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? [x] Yes [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* [ ] Agent [x] Applicant [ ] Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address: