www.huntsdc.gov.uk
Email: mail@huntsdc.gov.uk
Tel: 01480 388418

Planning Services, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN

Huntingdonshire DISTRICT COUNCIL

# Application for Listed Building Consent for alterations, extension or demolition of a listed building

## 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

Town Hall, Offices 1 2 And 3

Address Line 1

Market Hill

Address Line 2

Address Line 3

Cambridgeshire

Town/city

St Ives

Postcode

PE27 5AL

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

Easting (x)

531423

Northing (y)

271194

Description

## Applicant Details

### Name/Company

Title

Mr

First name

Trevor

Surname

White

Company Name

St Ives Town Council

### Address

Address line 1

Town Hall, Market Hill St Ives Cambridgeshire

Address line 2

Market Hill

Address line 3

Town/City

County

Country

United Kingdom

Postcode

PE27 5AL

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

### Contact Details

Primary number

***** REDACTED ******

Secondary number

***** REDACTED ******

Fax number

Email address

***** REDACTED ******

## Agent Details

### Name/Company

Title

Mr

First name

Trevor

Surname

White

Company Name

St Ives Town Council

### Address

Address line 1

Town Hall

Address line 2

Market Hill

Address line 3

Town/City

St Ives

County

Cambridgeshire

Country

United Kingdom

Postcode

PE27 5AL

## Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

## Description of Proposed Works

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

To replace 2no roof lights - Like for like replacement

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

## 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

Like for like replacement of double fire doors - Application Number: 24/01964/LBC
Like for like replacement of interior office door - Application Number: 24/02195/LBC
Like for like replacement of exterior notice boards - Application Number: 24/01842/LBC

## Immunity from Listing

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

- [ ] Yes
- [x] No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- [ ] Yes
- [x] No

## Materials

Does the proposed development require any materials to be used?

- [x] 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:**
Glass, Wooden Frame, metal hinges and internal handles, underfelt Collar, felt/breather membrane

**Proposed materials and finishes:**
Glass, Wooden Frame, metal hinges and internal handles, underfelt Collar, felt/breather membrane

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

- [x] Yes
- [ ] No

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

aust ggl product sheet 2022 web
1004 ggl single standard install into natural slate
Pictures of windows
Design Statement
Roof Lights scaled drawing 1.5 no 2
Roof Lights scaled drawing 1.5

## Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

◯ 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

If yes, please provide details of their name, role, and how they are related:

***** REDACTED ******

## Ownership Certificates

### Certificates under 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?

- [x] 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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.**

Person Role

- [ ] The Applicant
- [x] The Agent

Title

Mr

First Name

Trevor

Surname

White

Declaration Date

24/01/2025

- [x] Declaration made

## Declaration

I/We hereby apply for 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.

- [x] I / We agree to the outlined declaration

Signed

Trevor White

Date

24/01/2025