

Delegated Report

Approval of Details Application

Application no: 20260477

Location: The Old Forge Wrotham Road Meopham Gravesend

Description: Application for the approval of condition 3 (Full Joinery Details) and condition 5 (Repairs Schedule) attached to planning reference number 20200655.

Applicant: Mr Crispin Walker-Buckton

Site Visit Date: N/A

Listed Building Consent for conversion of existing detached garage into one bedroom annexe and home office. Alterations and refurbishment of main house to include new flat roofs, new windows and doors was granted under application ref. 20200655 on 1 December 2020.

This was subject to conditions including nos. 3 and 5 which this application seeks to discharge.

The information that has been submitted in pursuance to this condition is:

- Application form;
- Drawing no. 19190_2_PL_40 – Discharge of Condition – Door Details 1/3;
- Drawing no. 19190_2_PL_40 – Discharge of Condition – Door Details 2/3;
- Drawing no. 19190.2_PL_20 – Discharge of Condition – Door of Condition – Door Details 3/3;
- Drawing no. 19190.2PL_40 – Discharge of Condition – Window Details 1/3;
- Drawing no. 1919.2_PL_46 – Discharge of Condition - Window Details 2/3;
- Drawing no. 19190.2_PL_47 – Discharge of Condition – Window Details 3/3; and
- Repair Methodology Statement (April 2024).

Officer's Analysis

A background into the planning history is helpful here in the assessment of this application. Firstly, it is important to note that in 2020 planning and listed building consent was granted for the following:

- 20200654 - Conversion of existing detached garage into two bedroom annexe. Alterations and refurbishment of main house to include new flat roofs, new windows and doors – Permitted 01.12.2020; and
- 20200655 - Application for Listed Building Consent for conversion of existing detached garage into one bedroom annexe and home office. Alterations and refurbishment of main house to include new flat roofs, new windows and doors - Permitted 01.12.2020.

These were approved subject to conditions including that the development should be implemented within 3 years.

In 2021 two approval of details applications were submitted for the following:

- 20210186 - Application for the approval of condition 6 and the partial approval of condition 5 attached to planning permission reference number 20200654 relating to a parking plan and full joinery details - Permitted 23.04.2021.
- 20210217 - Application for the approval of condition 3 (Partial) attached to Listed Building Consent reference no. 20200655 relating to full joinery details - Permitted 09.04.2021.

For ease of reference it is thought prudent to insert conditions 5 & 6 of ref. 20200654 and condition 3 of ref. 20200655 here so it can be seen what they were for (emphasis on time frames is given in bold):

20200654

5. ***Prior to work commencing on site full joinery details in the form of half or full size cross sectional drawings of the replacement windows and doors (which shall be of timber construction only), shall be submitted to and approved in writing by the local planning authority. The details shall include the following;***
- a) *Window manufacturer details accompanied by 1:1 or 1:2 vertical section drawing showing depth of reveals in the openings.*
- b) *1:1 elevation details and 1:1 or 1:2 part vertical and part plan section of all doors to be used.*

The development shall thereafter be carried out in accordance with the approved details and maintained thereafter unless otherwise agreed in writing by the local planning authority;

Reason *No such details have been submitted and in order to ensure special regard is paid to protecting the character and appearance of the Listed Building and Hook Green Conservation Area pursuant to Policy CS20 of the Gravesham Local Plan Core Strategy (2014) and saved policy TC3 of the Gravesham Local Plan First Review (1994).*

6. ***Within three months of this decision a parking plan clearly showing car parking spaces for 3 vehicles shall be submitted to the Local Planning Authority for written approval. The parking spaces which shall be a minimum of 2.5 metres by 5 metres shall clearly indicate a turning area clear of any parked vehicles. The approved parking and turning spaces within the parking plan shall be kept available for the parking and turning of vehicles at all times without any impediment to their intended use.***

Reason *To ensure there is sufficient car parking space to meet the needs of the house and prevent overspill onto the public highway in accordance with save policy P3 (Vehicle Parking Standards) and policy T1 (Impact of Development on the Highway Network) of the Gravesham Local Plan First Review (November 1994).*

20200655

3. ***Prior to works commencing on site (emphasis added) full joinery details in the form of half or full size cross sectional drawings of the replacement windows and doors (which shall be of timber construction only), shall be submitted to and approved in writing by the local planning authority. The details shall include the following;***
- c) *Window manufacturer details accompanied by 1:1 or 1:2 vertical section drawing showing depth of reveals in the openings.*
- d) *1:1 elevation details and 1:1 or 1:2 part vertical and part plan section of all doors to be used.*

The development shall thereafter be carried out in accordance with the approved details and maintained thereafter unless otherwise agreed in writing by the local planning authority;

Reason *No such details have been submitted and in order to ensure special regard is paid to protecting*

the character and appearance of the Listed Building and Hook Green Conservation Area pursuant to Policy CS20 of the Gravesham Local Plan Core Strategy (2014) and saved policy TC3 of the Gravesham Local Plan First Review (1994).

It was stated in the submissions that the joinery details were a partial discharge as the joinery details were just in relation to the works to the existing double garage and its conversion to an annexe and did not relate to the main listed building The Old Forge.

Approval of detail refs. 20210186 and 20210217 were approved and the approved details show that timber double glazed windows and doors were permitted in the garage to be converted to an annex. That therefore left the approval of the joinery details in relation to the main listed building The Old Forge still to be discharged.

In 2024 approval of detail applications were submitted for approval of condition 5 (joinery details) of 20200654 and conditions 3 (joinery details) and 5 (repairs schedule) of 20200655 (repairs schedule) and it was made clear the joinery details being applied for approval related to the main house (as the joinery details for the garage already been approved):

- 20240125 - Application for the approval of listed building condition 3 and 5 attached to planning permission reference number 20200655 relating to full joinery details in the form of half or full size cross sectional drawings of the replacement windows and doors (which shall be of timber construction only) and a detailed repairs schedule – Refused 08.04.2024.
- 20240126 - Application for the approval of condition 5 attached to planning permission reference number 20200654 relating to full joinery details in the form of half or full size cross sectional drawings of the replacement windows and doors (which shall be of timber construction only) – Refused 08.04.2024.

It should be noted that in the application form for these applications it was ticked that the development had already commenced on 15.06.2022 albeit the pre-commencement conditions attached to refs. 2020654 & 20200655 had not been discharged.

The Conservation Officer provided comments on the information submitted for both of these applications.as follows:

“The joinery details for the windows and doors are inappropriate for a listed building as they adopt standard double glazed sealed units, with modern factory manufactured joinery sections and thin window cills incorrectly detailed for the opening. Also noted is the projecting storm door detail which should be flush with the window frame.

It may be easier to send an example of acceptable flush casement details, attached.

The repairs schedule covers all the main areas of work proposed and is acceptable in heritage terms.”

Therefore, application ref. 20240125 could not be approved as although the information submitted for condition 5 (repairs schedule) was acceptable, the information submitted for condition 3 (joinery details) was not and as a split decision could not be issued, the application was refused. Similarly with application ref. 20240126, which was just for approval of the joinery details that application was also refused as they were unacceptable.

Now turning to this current application, this is therefore effectively a re-submission of ref. 20240125 to discharge the remaining joinery details as they relate to the main listed building (condition 3) and repairs schedule (condition 5) which has not been applied for discharge before. It is stated on the application form as before that the development commenced on 15.06.2022. It should be noted that the development should not have commenced as the pre-commencement condition no. 3 of ref. 20200655 and the pre-commencement condition 5 of ref. 20200654 had not been discharged.

However, the case officer has contacted the planning agent James Clague on 02.07.2026 to ask what

works have been commenced and the agent has stated that it is works for the garage conversion to an annex only and no works to the main listed building have been carried out.

The assessment for this current application i.e. conditions 3 & 5 of ref. 20200655 will now be assessed.

Condition 3

Condition 3 is as follows:

3. *Prior to works commencing on site full joinery details in the form of half or full size cross sectional drawings of the replacement windows and doors (which shall be of timber construction only), shall be submitted to and approved in writing by the local planning authority. The details shall include the following;*

c) Window manufacturer details accompanied by 1:1 or 1:2 vertical section drawing showing depth of reveals in the openings.

d) 1:1 elevation details and 1:1 or 1:2 part vertical and part plan section of all doors to be used.

The development shall thereafter be carried out in accordance with the approved details and maintained thereafter unless otherwise agreed in writing by the local planning authority;

Reason *No such details have been submitted and in order to ensure special regard is paid to protecting the character and appearance of the Listed Building and Hook Green Conservation Area pursuant to Policy CS20 of the Gravesham Local Plan Core Strategy (2014) and saved policy TC3 of the Gravesham Local Plan First Review (1994).*

As stated, the issues with the joinery details before was that double glazing was proposed with modern factory manufactured joinery sections, thin window cills and a projecting storm door detail instead of a flush detail. In this application single glazed windows are now proposed, not double glazing which is welcome. In terms of the joinery sections, the sections would be purpose made joinery sections and not standard factory manufactured sections, the cill would now be an appropriate bullnosed cill and there would be a flush door detail, not a projecting door detail. As such the joinery details are now acceptable and it is considered that condition 3 of ref. 20200655 can be discharged.

Condition 5

5. *Prior to the commencement of the works hereby approved a detailed repairs schedule showing the extent of repairs and alterations, including how it is intended to retain the acknowledge heritage elements of the Listed building shall be submitted for prior approval in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.*

Reason *No such details have been submitted and in order to ensure special regard is paid to protecting the character and appearance of the Listed Building and Hook Green Conservation Area pursuant to Policy CS20 of the Gravesham Local Plan Core Strategy (2014) and saved policy TC3 of the Gravesham Local Plan First Review (1994).*

As can be seen from the comments the Conservation Officer made for approval of detail application refs. 20240125 & 20240126, he advised that "The repairs schedule covers all the main areas of work proposed and is acceptable in heritage terms." It is the same repairs schedule that has been submitted in this application, and it is therefore considered that the repairs schedule is acceptable and that condition 5 of ref. 20200655 can be discharged.

Conclusion

In summary, the agent has confirmed that the development permitted under planning and listed building consent refs. 20200654 and 20200655 has commenced which should not have been the case as the pre-commencement joinery conditions had not been fully discharged only partially (condition 5 of planning ref.

20200654 and condition 3 of listed building consent ref. 20200655). However, the agent has confirmed the works have commenced so far in relation to the conversion of the detached garage to an annex only and not any works to the main listed building The Old Forge.

However, the outstanding joinery details for the main listed building have now been submitted as has the repairs schedule and it is considered that sufficient information has now been submitted for the discharge of conditions 3 & 5 of planning permission reference number 20200655.

Recommendation:

Approval of details

See draft Decision

Case Officer:	Ms Rebecca Harrison	Team Leader:	Richard Hart
Signed:	<i>Rebecca Harrison</i>	Signed:	<i>R Hart</i>
Dated:	02 July 2026	Dated:	3rd March 2026