



Boughurst Farm
Leywood Road
Meopham
Gravesend
Kent
DA13 0UD

Two-Storey Rear
Extension, Internal &
External Alterations
including Replacement
Windows

Design, Access & Heritage
Statement

revised March
2026

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ARCHITECTS

FOREWORD:

This document has been produced to accompany a Planning and Listed Building Consent Application to Gravesham Borough Council for a 2-storey rear extension plus internal alterations to include structural alterations to link the new extension and internal reordering to the ground and first floor; new and replacement windows and hard landscaping to Boughurst Farm in Meopham, Kent.

This document is supplemented by the survey and proposal drawings, a Pre-development tree Survey and Report by Invicta Arboriculture and an Ecology Scoping Survey and Bat Emergence Survey Report by Arbtech and KB Ecology.

Issue/ Revision	Date	Description
Pre-App	June 2025	Issued to Client
Planning Submission	December 2025	
Planning Submission	March 2026	

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1.0 INTRODUCTION

This document accompanies the application requesting Planning Approval and Listed Building Consent from Gravesham Borough Council for proposed works to Grade II listed Boughurst Farm, Leywood Road, Meopham. The proposed works comprise a 2-storey rear extension, internal alterations to include structural alterations to link the new extension, internal reordering to the ground and first floor, new and replacement windows, and hard landscaping.

This submission follows a pre-application enquiry including a site visit and written response from the Case and Heritage Officer ref. PRE20250139 received 17th September 2025. The submission acknowledges and responds to this advice and a summary of this advice is provided.

This revision responds to a consultation response from SPAB concerning the height of the link extension and further discussion with the Heritage Officer to overcome these objections along with a revised scheme for the replacement windows to the principal (west) elevation.



Fig. 1 - site location plan - source Kent County Council HER

2.0 LEGISLATIVE FRAMEWORK - PLANNING POLICY - HERITAGE

2.1 Site Constraints

Boughurst Farm is Grade II listed and located in the Kent Downs Area of Outstanding Natural Beauty, the Green Belt Special Landscape Area, and is also located in the Luddesdown Downs Landscape Character Area.

2.2 The National Planning Policy Framework (NPPF)

Under Sections 16(2) and 66(1) of the Planning (Listed Building and Conservation Areas) Act 1990 (hereafter referred to as 'the Act'), the Council has a duty to have special regard to the desirability of preserving a listed building or its setting or any features of special architectural or historic interest which it possesses.

Chapter 16 of the National Planning Policy Framework (NPPF) sets the national agenda for 'Conserving and enhancing the historic environment'.

Paragraph 202 sets out that planning should conserve heritage assets — whether designated or not — in a manner appropriate to their significance so that they can be enjoyed for their contribution to the quality of life of this and future generations.

Paragraph 205 states when considering the impact of a proposed development on the significance of a designated heritage asset, great 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 harm amounts to substantial harm, total loss or less than substantial harm to its significance.

Paragraph 206 states any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. The Courts have held that 'preserve' means an absence of harm. The NPPF points out that harm can be either 'substantial' or 'less than substantial' and where harm occurs, it should be given considerable weight as a material consideration in the assessment of planning applications and as part of the balancing exercise and in ascertaining if any public benefits would outweigh that harm.

Paragraph 207 requires an applicant to describe the significance of any heritage asset affected by a proposal to be described, including any contribution made by its setting; and for this to inform future change in order to avoid or minimise conflict between the heritage asset's conservation and any aspect of the proposal.

Paragraph 208 states in determining applications, the decision maker is required to take account of the desirability of sustaining and enhancing the significance of heritage assets and the desirability of new development making a positive contribution to local character and distinctiveness (paragraph 210).

2.3 Local Plan

National policy intent is addressed by Local Plan Policies of the Gravesham Borough Local Plan Core Strategy 2014 which was adopted on 20 March 2024 and now forms the main statutory development plan for the district and the following policies are considered to apply:

Policy CS01: Sustainable development
Policy CS02: Scale of development
Policy CS11: Transport
Policy CS12: Green Infrastructure
Policy CS18: Climate Change
Policy CS19: Development & Design Principles
Policy CS20: Heritage and the Historic Environment

5.16.11 Proposals and initiatives will be supported which preserve and, where appropriate, enhance the significance of the Borough's heritage assets, their setting where it contributes to the significance of the asset and their interpretation and enjoyment, especially where these contribute to the distinct identity of the Borough.

5.16.12 When considering the impact of a proposed development on a designated heritage asset, the weight that will be given to the asset's conservation value will be commensurate with the importance and significance of the asset.

Saved Policies in the Gravesham Local Plan First Review 1994:

- C13 – Extensions to Dwellings in the Countryside
- TC2 – Policy for Listed Buildings
- T1 – Impact of Development on Highway Network
- Section 2 – Achieving sustainable development
- Section 12 – Achieving well-designed and beautiful places
- Section 13 – Protecting Green Belt Land
- Section 15 – Conserving and enhancing the natural environment
- Section 16 – Conserving and enhancing the historic environment

The following Supplementary Planning documents are relevant to the consideration of this enquiry:

- SPG2 – Residential Layout Guidelines (2020)
- SPG4 – KCC Parking Standards (2006)
- Householder Extensions/Alterations Design Guide (2021)
- Technical Housing Standards – nationally described space standard (2015)
- Gravesham Landscape Character Assessment (2009)
- Kent Downs AONB Management Plan 2021-2026
- Landscape Character Assessment Update 2020
- Conservation Areas Maintenance / Replacement Windows and Doors Guidance SPD (2020)
- Listed Buildings – A Guide for Owners and Occupiers – Informal Guidance (2020)

2.4 Planning History

Details of the previous applications can be found below.

Application Ref: 2023/1000

Description: Demolition of existing workshop and store and development of new cart port, workshop and parking

Application Type: Planning

Decision Date: April 2023

Decision: Approved

Application Ref: 2012/0665

Description: installation of secondary glazing to 1st and 2nd floor

Application Type: Listed building consent

Decision Date: July 2012

Decision: Approved

Application Ref: 2017/0711

Description: retention of en-suite shower room and cupboard to bedroom 4

Application Type: Listed Building Consent

Decision Date: June 2017

Decision: Approved

3.0 THE SITE

3.1 The Site & Setting

Boughurst Farm is a Grade II listed 2-storey detached dwelling with a C15th core, which has been extended to the north and extensively altered over its lifetime.

The property is located approximately 3km to the south east of the village of Meopham 5km to the west of the town of Snodland. The closest settlement is the hamlet of Harvel approximately 750m to the west.

The site is situated in a rural location and open countryside to the east side of Leywood Road and the house was evidently the original farmhouse associated with the collection of now mostly modern farm buildings comprising Leywood Farm to the east. The farm benefits from a separate access to the north boundary of the site.

To the west is located Little Delmar Farm, a modern working farm with modern farmhouse with entrance directly opposite the site entrance. To the north is located a late Victorian former school, Leywood School House, which enjoys extensive grounds. Open farmland is located to the southern boundary defined by a mix of native hedging and post and rail fencing.

The gated entrance of Boughurst Farm off Leywood Road leads to a long track flanked by paddocks onto a parking area and garaging. The house sits close to the eastern boundary and retains a small collection of farm buildings, including a semi-converted former agricultural building used as a games room and storage to the north and storage sheds to the east boundary beyond which is located and a recently constructed garage and workshop.

The house is surrounded by landscaped gardens defined from the paddocks by a mixed native hedge. A tennis court is located to the south east corner of the site.

The curtilage of the site is approximately 4.5 acres with paddocks comprising approximately 3.5 acres.



Fig. 2 - site plan - source Google Maps



view of house from road from west



site entrance showing house on right and outbuilding



view of house from north



north elevation of house



west elevation of house



north elevation



east elevation of house



west elevation of house

3.2 Historic Development

North Kent has a long history of known settlement. Iron Age and Roman remains have been found at nearby Meopham The Street, including a Roman villa. The church at The Street in Meopham is a Saxon foundation and its site was the local centre from which Saxon colonisation of this part of the Downs proceeded. The nearest hamlet of Harvel is first recorded in 939 and the Conservation Area Appraisal states the road and settlement pattern around it are the results of pre- and post-Conquest clearance of the woods that once covered the whole of this high land. Outlying small village greens within the Kent downlands such as those at Harvel suggest 'early cattle stations or vaccaries' developed within areas of 'wood-pasture' and the Kent historian Hasted mentions houses and cottages 'built round the little greens or forstalls' meaning literally 'enclosure', or 'standing place' in front of a farmhouse. The green at Harvel is clearly indicated on the earliest Ordnance Survey maps from 1867 with Boughurst Street (farm) and Cook's Farm located to the west interspersed by farmland and characteristic shaws, typically a tree belt which were maintained for timber for building and fires to benefit the local community.

The remote location of the circa C15th hall-house suggests it was likely the home of a prosperous yeoman farmer rather than a merchant at this time of its development.

The 1867 survey indicates the house set on a north south axis with the entrance track to the north much as it exists today leading to the north of the house and a loose assembly of farm buildings to the north and east of the house including the larger form of presumably a threshing or possible tithe barn to the east, a possible oast house to the north and a range set on an east-west axis close to the north east of the house. A secondary track from the south appears to serve a central entrance to the west of the house. The 1895 and 1906 Ordnance Survey maps show little change to the layout of the farm, except an extension to the form to the north (possibly an oast). The 1936 Ordnance Survey shows the barn and east-west range lost and replaced with modern structures, which appears to partly still be in place today. Cook's Farm to the north appears to have been lost by 1906.



Fig. 3 - 1867 pub'd 1870 Ordnance Survey Map Courtesy National Library of Scotland

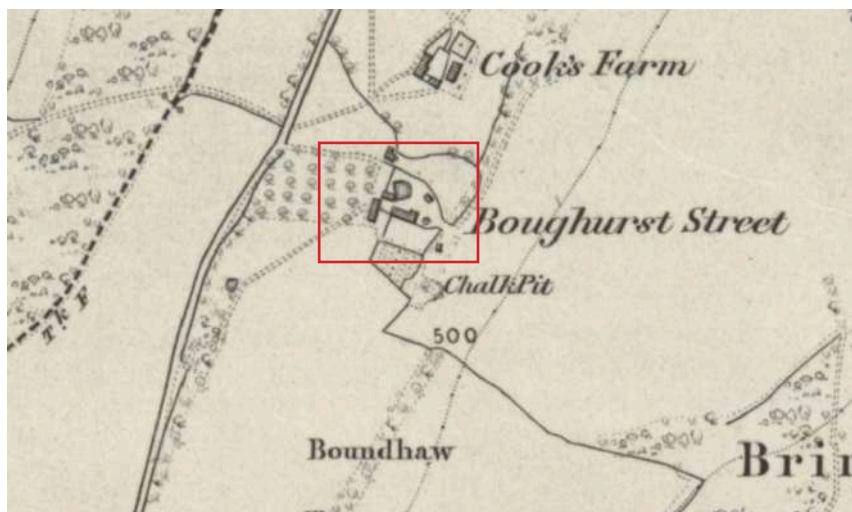


Fig. 4 - 1867 pub'd 1870 Ordnance Survey Map Courtesy National Library of Scotland

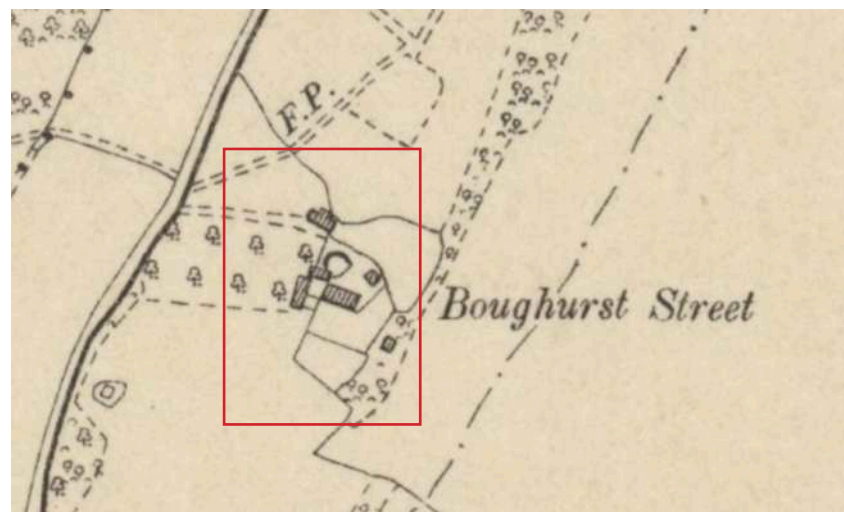


Fig. 6 - 1906 pub'd 1908 Ordnance Survey Map Courtesy National Library of Scotland



Fig. 5 - 1895 pub'd 1896 Ordnance Survey Map Courtesy National Library of Scotland



Fig. 7 - 1936 pub'd 1938 Ordnance Survey Map Courtesy National Library of Scotland

3.3 Designation

Heritage Category: Listed Building

Grade: II

List Entry Number: 1350233

Date first listed: 21-Nov-1966

Statutory Address 1: Boughurst Farmhouse Leywood Road Luddesdown

C15 Wealden House. Ground floor brick faced. First floor tile-hung. Northern extension flint faced on ground floor. Hipped tiled roof with crown post. Modern casement windows. Central chimney stack with inglenooks. Massive moulded cross beam internally with carpenter's marks where timbers are framed into it.

Listing NGR:TQ6597563170

Although the designation states a Wealden core the following analysis suggests it is in fact an end jetty hall-house.

3.4 The Site

The current site layout comprises the farmhouse set on a north-south axis to the east of the site close to Leywood Farm and accessed from the original site entrance off Leywood Road to the northwest of the house. Leywood Farm is now accessed separately via a entrance drive which defines the north boundary of the site.

The site's entrance drive is flanked by mown paddocks, with Leywood Road forming the boundary to the west and open farmland to the south.

The entrance driveway leads to a parking area to the north of the house adjacent to a 2-storey agricultural building used for storage, alongside which is located a newly developed 3 bay car barn.

A low mixed native hedge defines the lawned and landscaped gardens from the paddocks to the west. A surfaced tennis court is positioned to the southeast corner, also bound by hedging.

The house sits centrally in the garden area with a belt of Ash trees to the north separating the garden from the parking areas.

Leywood Farm now comprises a loose assembly of farm buildings, and a series of low sheds partly in the ownership of the property define the boundary to the farmyard to the east. The shed structure to the south east of the house appears to be an early C20 milking parlour and is currently used for storage.

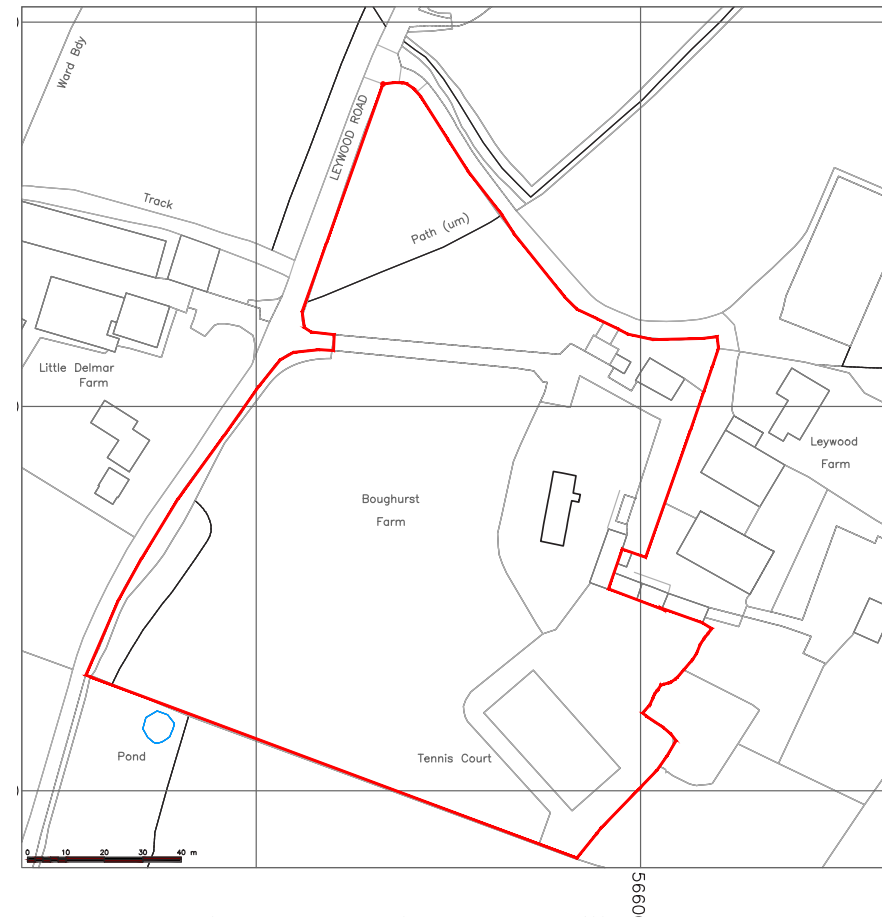


Fig. 8 - site plan

3.5 The Building

The building comprises a single range of 5 bays on a broadly north-south axis set under a steep pitched hipped roof finished in plain clay tiles with a brick chimney stack comprising 3 flues set off-centre. The lower floor is now faced in brickwork in an English bond with flint to the north end with red brick dressings and heavy-set brick buttresses to each corner. The upper floor walls are clad in plain clay tiles. The ground floor openings appear to have been extensively altered as evidenced by traces in the brickwork and now contain a mix of mid-late C20th traditional flush cottage style casements and Crittall style steel casements in softwood frames with four frames of circa C19th origin. A modern brick porch is positioned to the east. The original form has evidently been extended to the north, possibly by the extension at first floor level over a single storey lean-to. Internal inspection of the roof space reveals the roof frame of the 2 bays to the north beyond the chimney to be C20th in construction and anecdotal evidence suggests this is as a result of a fire in the mid C20th.

The list description describes the house as a C15th Wealden Hall-house, possibly due to the range being set under a single roof. The house does contain a crown post roof structure consistent with a C15th hall house origin, however, there is no evidence of a double post and flying wallplate to suggest it is a Wealden form with recessed central bay, and the floor joists to the end bays in fact run in the longitudinal direction suggesting the original form is more likely an end-jettied 4-bay hall house. The end wall frame in the dining room to the north (now extended by the 5th bay) is extant but the jetty is lost, presumably as a result of the addition of the end bay. The end wall to the south has been replaced in brick. There is no evidence of a dragon beam suggesting the property was jettied to the front.

The structural frame retains the crown post open truss to the two bay hall and the closed trusses and wall frames to the storeyed end bays. The high end, or solar, is located to the south as evidenced by the moulded dais rail with a single door leading to the (later) stair to the solar chamber. The brick fireplace and chimney stack has evidently been inserted in the former screens passage to the north but the brick ground floor wall now conceals evidence of original entrances. The current dining room appears to have been the former low, or service end, evidently subdivided into 2 services rooms with evidence of a partition in the form of mortices in the central floor joist. The former open hall has now been floored and ceiled, most likely in the C17th, and presumably around the time the central brick chimney was inserted into the former screens passage.

The phasing diagram indicates the interpretation.

The northernmost bay containing the kitchen appears to be a later addition, possibly C18th or later, and is constructed in flint and brick walling to the ground floor suggestive of a former lean-to, possibly originally separately accessed. The form has now been raised to first floor level and the roof form extruded over. This change appears circa late C19th in date as evidenced by joinery features. Unfortunately the roof structure to the northern 2 bays beyond the stack has been replaced in the C20th so dating is somewhat conjectural.

The house has been faced in brick to the ground floor in English bond, a bond which was generally superseded by Flemish bond by the early C18th suggesting it was refaced possibly at the time the chimney was added and the hall fully floored. Straight joints and inconsistency in the position of openings relative to Queen's closers suggest openings have been altered.

A wide stair is located in the south bay beyond a moulded doorhead, possibly in the original position although evidently a later addition. A second stair has been inserted beyond the fireplace and is most likely a C19th/early C20th addition contemporary to the first floor extension to the north bay.

The north bay has been subdivided with modern partitions to accommodate a small kitchen, WC and utility space.

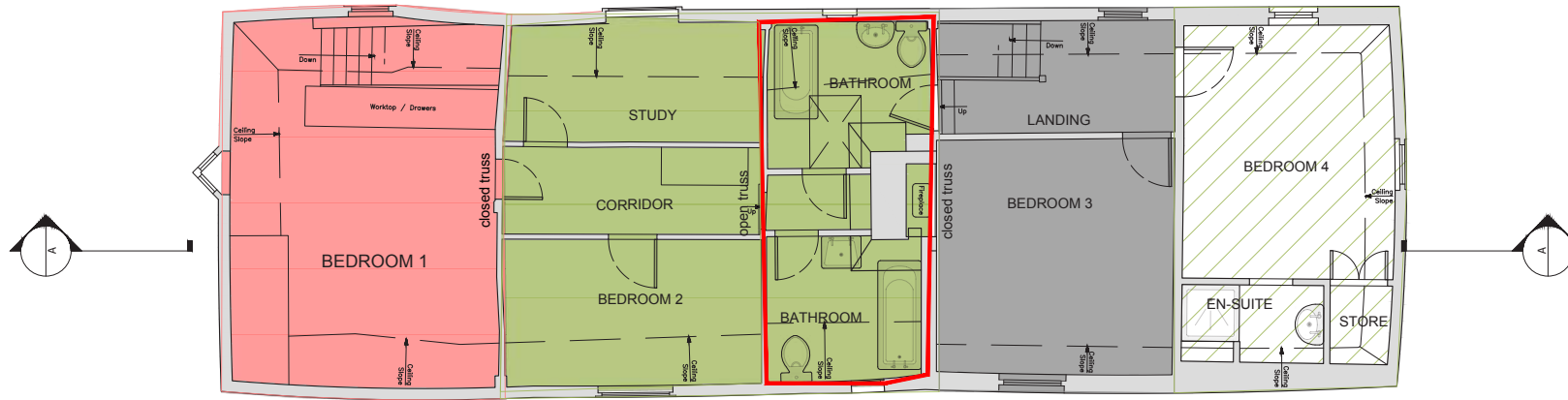
To the first floor the accommodation has been extensively altered, in particular to the former hall, to form a central passage passing under the low tie beam of the open truss and awkwardly interconnected via the bathroom. The former service chamber has been subdivided to form a landing to the stair, again most likely in the late C19th. The north bay bedroom has had a shower room inserted in the late C20th.

The first floor retains the historic timber frame, comprising heavy tie beams supporting plain crown posts with braces supporting a collar purlin and collars to the open truss over the former hall and closed trusses to the bay divisions to the former solar chamber. The crown post and historic roof frame beyond the chimney has been lost. a ceiling has been inserted forming a loft void.

Significantly the open truss retains evidence of smoke blackened wattle and daub to the north face, suggestive of either a smoke bay and/or half-floored hall. This is consistent with the partition line on the first floor and the bridging beam at ground floor ceiling level. It is likely this was a successive alteration as the timbers in the bay beyond also appear smoke blackened. The phasing diagram indicates this interpretation.

Phasing Diagram -plans

smoke bay/
half-floored
hall? and
inserted
chimney

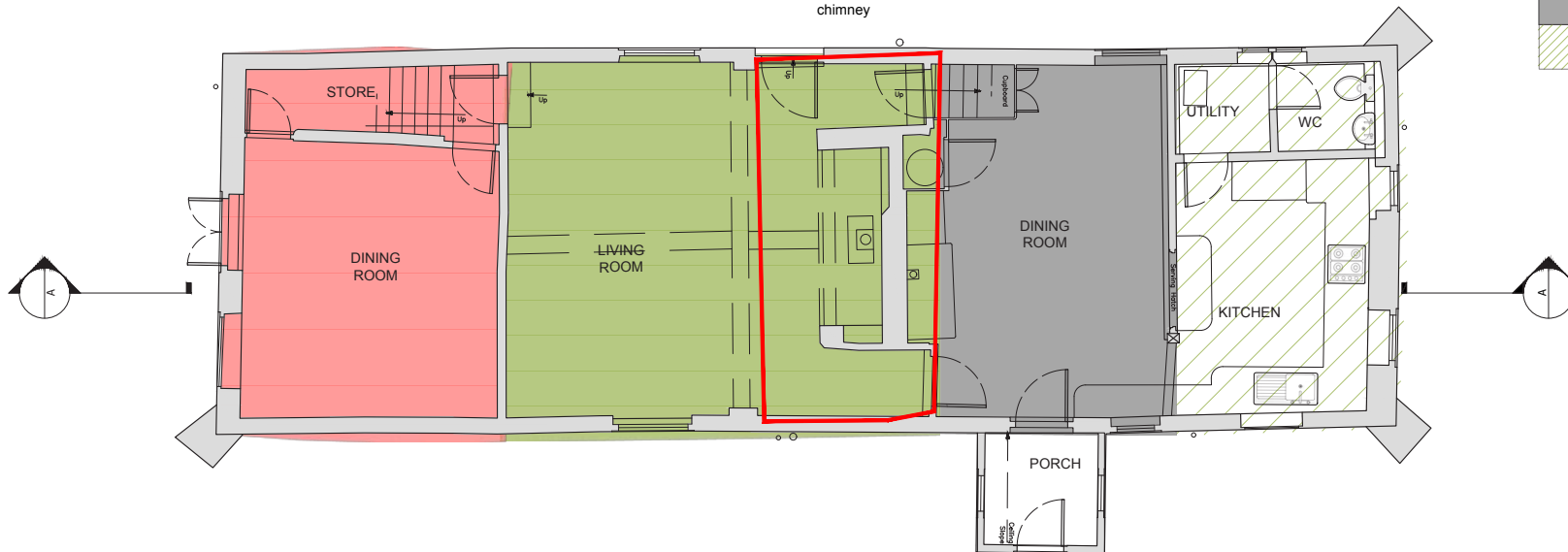


FIRST FLOOR PLAN

PHASING KEY:

- c. C15th possible high end with later alterations
- c. C15th open hall/smoke bay with later alterations
- c. C15th possible low end with later alterations
- c. C18th with later alterations

smoke bay/
half-floored
hall? and
inserted
chimney



GROUND FLOOR PLAN

Phasing Diagram - long section



PHASING KEY:

- c. C15th possible high end with later alterations
- c. C15th open hall/smoke bay with later alterations
- c. C15th possible low end with later alterations
- c. 18th with later alterations

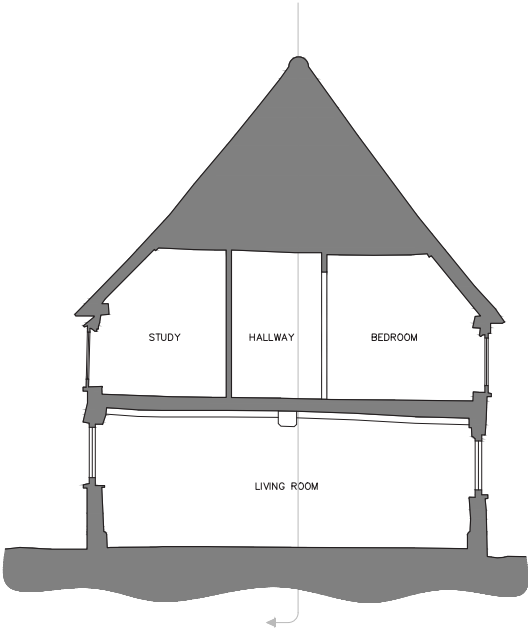


Fig. 9 - phasing diagram

3.6 Historic Documents

Historic sales particulars of 1964 reveal the property was known as Boughurst Street Farm, and operated as a dairy farm and was grouped around two yards, which is consistent with the analysis of the historic mapping. The accommodation is described as containing 3 reception rooms, 5 bedrooms and dressings rooms and bathroom. The photograph suggests a window has been added to the ground floor to the north since this time (now the kitchen).

An earlier undated (circa 1930s?) set of sales particulars describe the accommodation as containing 2 reception rooms, dairy and scullery. The scullery is likely to have been located in the existing dining room served by a range, and dairy likely located in the northern bay, possibly separately accessed. The upper floor is described as being served by 2 stairs (one oak) having 4 bedrooms. The internal corridor is evidently a modern addition but the subdivision to form bathrooms is unclear. It is likely it only contained a single bathroom at this time. The particulars suggest the property is “eminently suitable for a gentleman’s residence” and it has evidently been gentrified between these 2 periods and since. The photographs reveal a small barn to the north and as evidenced by the historic maps this structure was lost before 1936, suggesting the photograph is prior to this period. The photographs only show the principal west elevation and considerable alteration the size and position of openings, including a second door evident to the current dining room. A door opening is evident in the extant brickwork to the current window.

A photograph provided by the applicants identified as 1918 shows the west elevation again and in a much more humble state. The 2 doorways are evident and only the first floor shuttered windows to the north end, indicating the utility window is a later addition and the dining room window an alteration to the door. The window adjacent to the door appears to be a rectangular pattern leaded light.

The evidence attests to the windows being circa early -mid C20th in origin as they are consistent with the slow gentrification of the property from humble farmhouse at the early part of the century. Indeed, this gentrification is consistent with the fashion for acquiring tumbledown picturesque cottages and improving them for use as second homes as country retreats by wealthy individuals facilitated by improved transport networks and use of the private car during the 1920s and 1930s.

NORTH KENT
 3 miles Meopham, 25 miles London (40 minutes by train).
BOUGHURST STREET FARM, HARVEL
 A residential dairy farm in a particularly fine area



Charming XIVth century Farmhouse
 With
 3 reception rooms,
 5 bed and dressing rooms,
 bathroom.
Part central heating.
 Buildings, round a con-
 creted yard, include milking
 parlour and double span
 covered yard.
About 80 ACRES
 with a further
12 1/2 ACRES rented.
AUCTION AS A WHOLE
OR IN 3 LOTS AT A
LATER DATE
 (unless previously sold)

Solicitors: Church, Bruce, Hawkes & Brasington, Windmill Street, Gravesend.
 Joint Auctioneers: FORTER, PUTT & FLETCHER,
 Cathedral Chambers, Rochester (Tel. Chatham 44205-7).
KNIGHT, FRANK & RUTLEY

-OCTOBER 15, 1964

Fig. 10 -sales particulars Country Life Volume CXXXVI no. 3528



Fig. 11 -auction details 1964 enlarged image

The Home Farmery
 consists of extensive Buildings grouped round two yards.

There is also
Boughurst Farm,



a pretty Tudor Farm House (believed to be the oldest in the neighborhood) built of brick, tile hung, with tiled roof, standing some 90 yards back from the road, in a fine Orchard. It contains large Living Room, Sitting Room, Dairy and Scullery, all oak beamed, and above, approached by two Staircases, one of oak, are 4 Bed-rooms. It is eminently suitable for conversion into a Gentleman's Residence and could be sold off at a profitable price if desired.

Good Garden and Range of Farm Buildings.

Fig. 12 -sales particulars early C20th



Fig. 13 -sales particulars early C20th enlarged image



Fig. 14 -photograph circa 1918

Photographs - Ground Floor



kitchen in former dairy



utility room - external face of original north external wall with end jetty possibly lost



dining room - original north end wall frame. Note mortices in central joist and scar on plaster near window suggestive of earlier door position



utility room - external face of original north external wall with end jetty possibly lost. Note plinth



dining room - original north end service bay and altered fireplace



dining room - inserted C19th stair and cupboard to be removed



dining room - inserted C19th stair and cupboard to be removed



inserted C19th stair and door to be removed viewed from living room



living room - high end of hall displaying dais rail and moulded door head to solar and stair



living room - inserted chimney. Note bridging beam supporting spine beam at possible smoke bay/half-floored hall



south bay (solar?) showing possible end jetty joist orientation



Photographs First Floor



bedroom 1 / solar chamber



modern partitions of inner corridor showing low doorway under tie beam to open truss



bedroom 2 showing closed truss to south end



study - showing truss to north/possible smoke bay?



bathroom to east



bathroom to west showing truss to south



study - showing closed truss to north - note, no double post or recessed bay indicative of Wealden type frame



bathroom to west showing link through to north bays under closed truss with no double post or recessed bay indicative of Wealden type frame



inner corridor showing low doorway under tie beam to open truss with modern partitions to bathroom



stair landing and circa C19th alterations



bedroom 3



fireplace to bedroom 3



bedroom 4



empty mortices for floor joists in inserted circa C19th stair

Photographs Attic



crown post to open truss over hall with smoke blackened daub suggestive of inserted smoke bay?



southern bays showing (propped) collar purlin and smoke blackened timbers and daub to solar chamber indicative of former full open hall



modern softwood roof frame to northern 2 bays with daubed smoke-blackened partition behind chimney indicating former floored partition

Photographs of areas to be altered



WG07, WG06, WF08, and WF09



WG06 interior



porch and WF01 to be removed (and opening enlarged to doorway at 1st floor)



WG01 to kitchen to be removed and opening extended to form door opening



WG02 to be infilled



location of new door opening to study (left viewed from utility; right from dining room)



range and fireplace opening to dining room



stair and cupboard to be removed



stair and door to be removed



modern 1st floor partition to be removed (to left)



modern 1st floor partition to be removed



1st floor partition and stair to be removed



4.0 Pre-Application Enquiry

4.1 Proposals

Client's brief

The client's brief required a 2-storey extension to achieve the following:

- new extension to accommodate a kitchen/dining space with entrance lobby and formal entrance to the north leading from the parking area.
- new stair and reordering to first floor to improve function and layout, to achieve 2 interconnected principal bedroom suites each comprising bedroom, dressing room and en-suite, and 2 additional guest bedrooms with en-suites.
- reorder existing kitchen and utility space to reinstate end wall, to form study, and boot room/utility and WC accessed off new entrance lobby with new door opening to study.
- remove kitchen range, hot water cylinder cupboard and stair in dining room and form/reconstruct new fireplace.
- rationalise and replace windows throughout.

The proposed development comprised the following:

2-storey Extension

new 2-storey extension to the rear/east connected to the C20th section of roof only, comprising:

- a rear wing and cross wing to provide new kitchen/breakfast room, entrance porch, entrance hall and stair to ground floor and bedroom with en-suite to first floor.
- removal of porch and enlarging existing first floor window to form connection to first floor.

Ground Floor Alterations

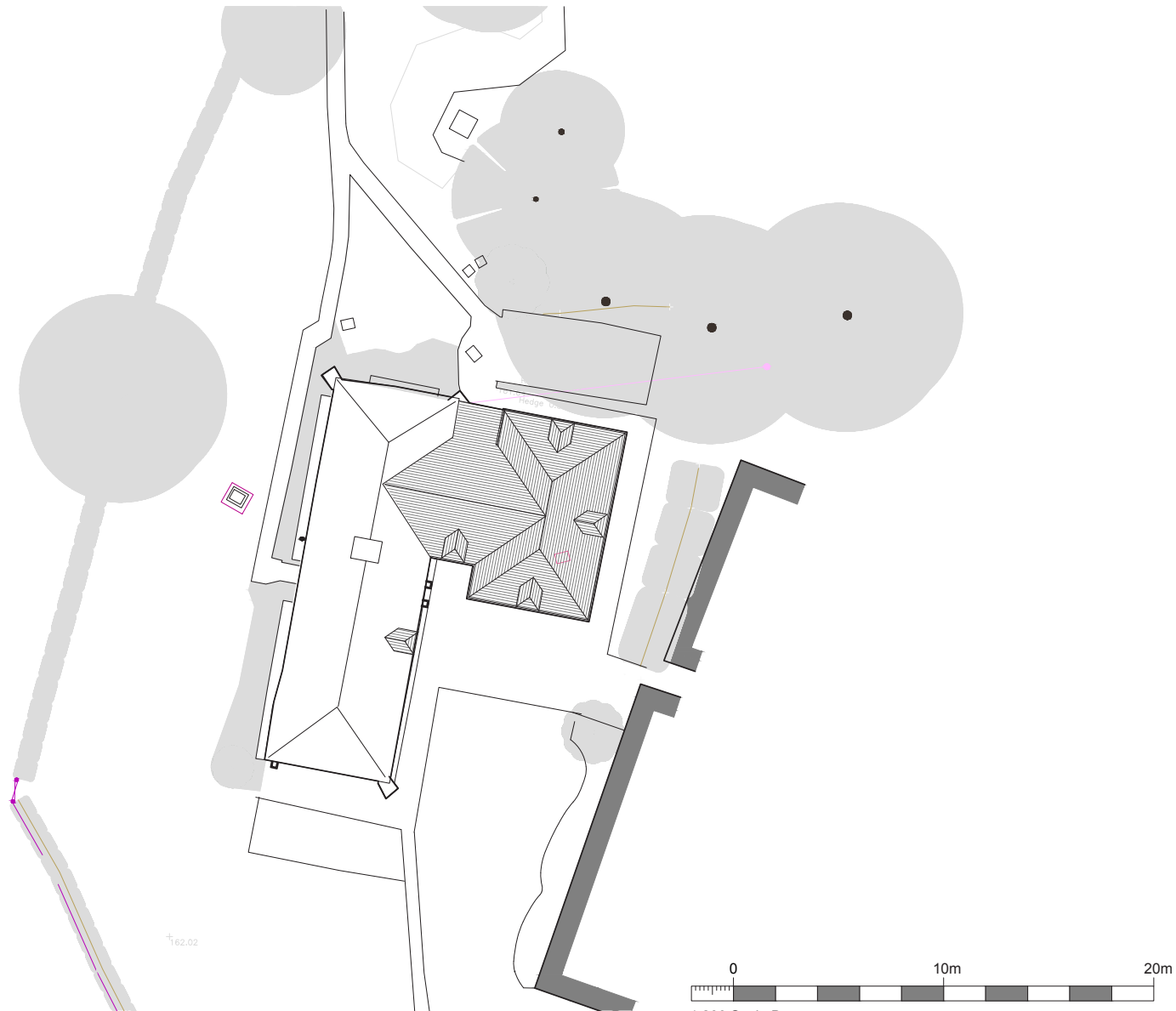
- removal of porch, boarding over adjacent internalised window and removal of window and enlarge opening to form door to new utility room off entrance lobby.
- removal of stair, cupboard and range and formation of fireplace to dining room.
- reinstatement of framed partition and plinth to form utility room, adjustment of internal partitions to form study and WC, and new door opening to study.
- reposition and widen window to west elevation to dining room.

First Floor Alterations

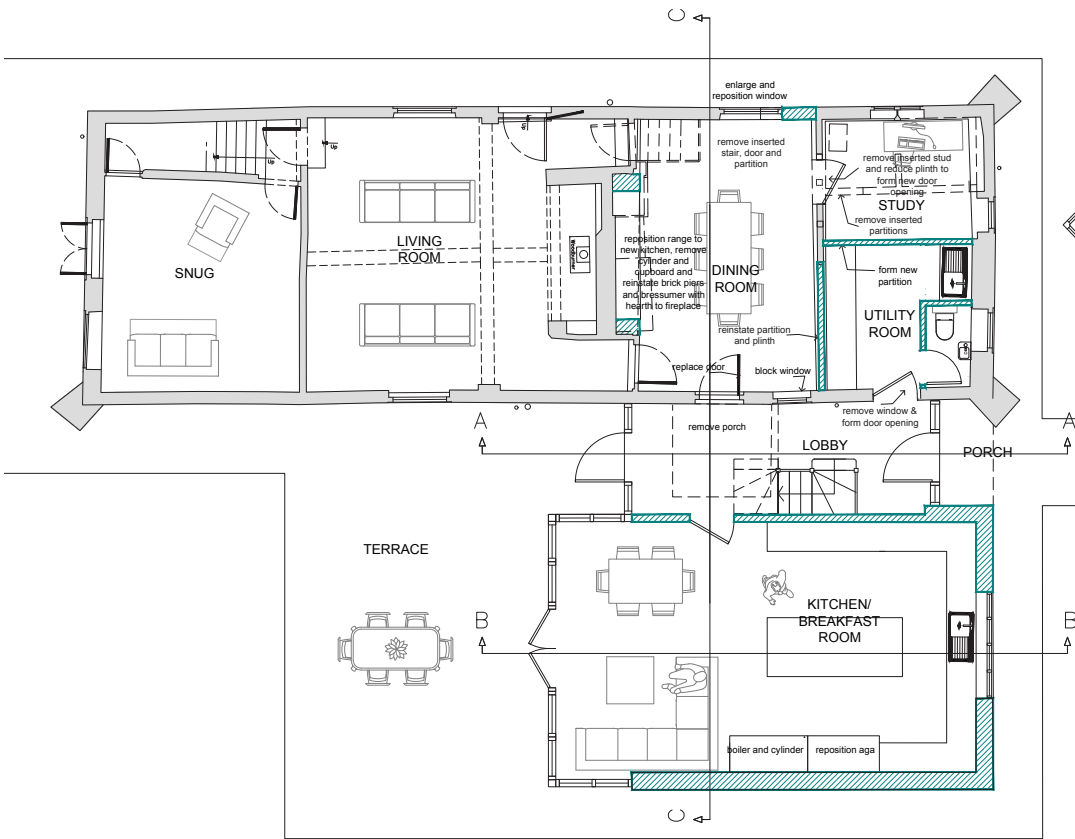
- remove modern partition to study to form interconnected dressing room and reposition en-suite in bedroom 2 in order to contain all wastes and vent stacks on rear/east elevation.
- remove modern partition to bathroom to west to form dressing room/interconnecting lobby, reposition partition to bathroom to east, all to expose chimney stack and to allow for removal of wastes and vent stacks from front/west elevation.
- remove stair and reposition partition to form new hall from new stair and extension with new door to bedroom 3 and en-suite partition remodelled to suit. New opening formed in modern section of roof frame only.
- replace window to proposed en-suite 1 with dormer.
- reposition window centrally to proposed bedroom 2.

External Alterations

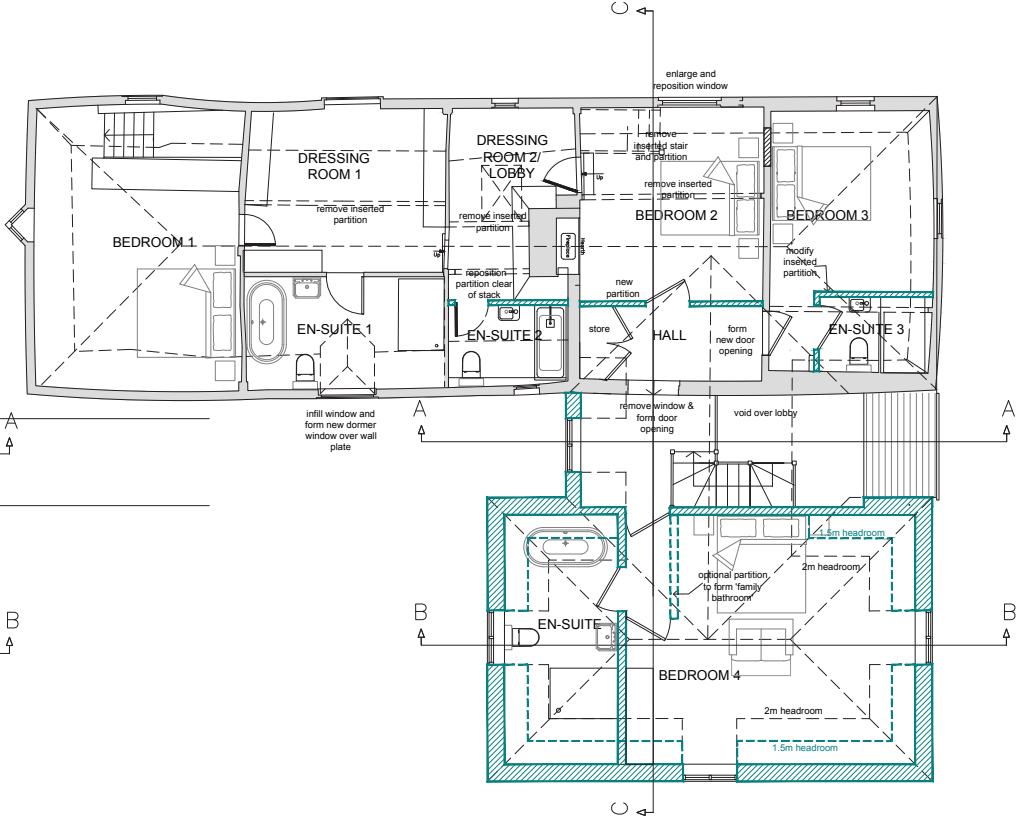
- replacement windows throughout with steel frames containing slimline double glazed units (tbc) in timber sub-frames - refer to window schedule.
- new landscaping to form terrace and path to new extension.



Pre-Application Submission - proposed floor plans



GROUND FLOOR PLAN



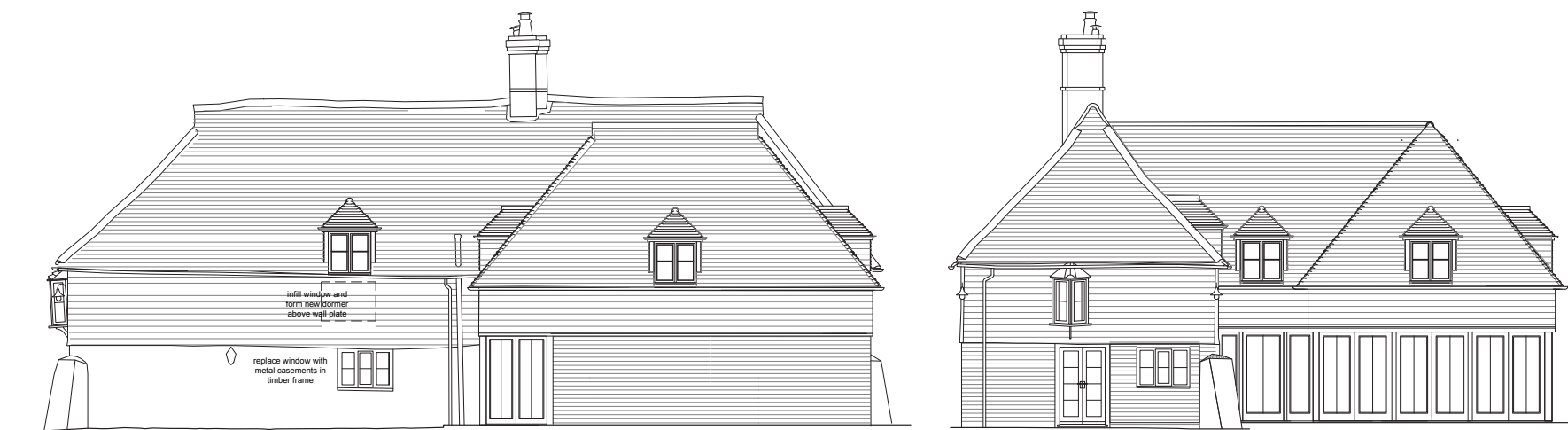
FIRST FLOOR PLAN

Pre-Application Submission - proposed elevations



NORTH ELEVATION

WEST ELEVATION



EAST ELEVATION

SOUTH ELEVATION



4.2 Planning & Heritage Officer's Response

The main issues for consideration for the pre-application proposal were identified as:

- Principle of development in the Green Belt
- Impact on the landscape character of the surrounding area
- Impact on the main listed building and curtilage listed building on the site.

Due to the location of the property away from neighbouring residential dwellings, as well as the ample and unaffected parking space at the property, matters relating to residential amenity and parking and highways impacts were not considered to be of concern.

Principle of Development in the Green Belt

Policy CS02 of the Core Strategy 2014 prioritises development in the urban area and within rural settlements that are inset from the Green Belt as defined on the Policies Map. Development outside those settlements (which is the case here), will only be supported where it is compatible with national policies for protecting the Green Belt and policies in the Core Strategy 2014.

Paragraph 142 and 153 of the NPPF 2024) states that inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances. Paragraph 154 sets out certain exceptions as follows:

- the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building.

Saved Policy C13 of the Local Plan 1994 relates to extensions to dwellings in the countryside and generally seeks to maintain the open character of the Green Belt and retain a stock of rural dwellings of modest size. In relation to this proposal, criterion (ii) is relevant, which states that there will be an overall limit of one third of the gross floor area of the original dwelling (measured externally) prior to any later extension or alteration, unless the increased floorspace has no overall effect on the existing bulk and appearance of the dwelling. Criteria (v) and (vi) are also relevant:

(v) The dwelling to be enlarged must have sufficient curtilage to accommodate the extension without undue visual intrusion into the open countryside.

(vi) The appearance, massing, scale, form and materials of any extension shall be appropriate to the existing dwelling and the Green Belt setting.

The scheme submitted for the pre-application enquiry was calculated as representing a 45% increase in the floor area of the existing dwelling and therefore over the one third limit and would unacceptably increase the bulk and appearance of the dwelling and would not comply with the requirements of saved Policy C13 of the Local Plan 1994 as it would result in a disproportionate addition, which would render the proposal inappropriate in the Green Belt and fail to comply with paragraph 154c of the NPPF 2024.

In order to be considered more favourably, the gross external floor area of the proposed extension should be reduced, and this in turn should result in a more subordinate addition that reduces the bulk of the extension against the original building. It was also suggested that the ridge height over the element linking the extension is also reduced.

Impact on Landscape Character

Paragraph 135 of the NPPF 2024 seeks to ensure that development will add to the quality of an area, be visually attractive, and sympathetic to local character and history. Policy CS19 of the Core Strategy reflects these aims.

Paragraph 187 of the NPPF 2024 aims for development to contribute to and enhance the natural and local environment by protecting and enhancing valued landscapes and recognising the intrinsic character and beauty of the countryside. Policy SD2 of the Management Plan 2021-2026 recognises the need to conserve and enhance the local character, qualities, distinctiveness and natural resources of the National Landscape. Principle SD8 seeks to ensure that proposals do not negatively impact on the distinctive landform, landscape character, special characteristics and qualities, the setting and views to and from the area. Policy CS12 of the Core Strategy 2014 states that the overall landscape character of the Borough will be conserved, restored and enhanced and that the Gravesham Landscape Character Assessment (GLCA) will be taken into account in determining applications.

The site lies within the Kent Downs National Landscape and is also located in the Luddesdown Downs Landscape Character Area.

The officer's assessment of the proposal recognised that although the site is fairly open at the front, the property itself is set well back from the road and as the proposed extension would be at the rear of the property, it would not be visible from the front of the site, and it would not therefore enclose the site or restrict views in any way. Overall, the impact from a public vantage point would be limited and very localised and would not represent a significant change in the overall character and appearance of the site and would not significantly impact on the surrounding Landscape Character Area or be intrusive within the National Landscape setting.

Overall, the proposed extension would conserve the rural landscape context of this site within the National Landscape and Luddesdown Downs Landscape Character Area. As such, the proposal would comply with the requirements of the aforementioned landscape policies and if a planning application were to be submitted, it is unlikely that landscape character concerns would be raised.

Design and Impact on Listed Building

Paragraph 203 of the NPPF 2024 places great significance on the desirability of sustaining and enhancing heritage assets, and on new development making a positive contribution to local character and distinctiveness. Policy CS20 of the Core Strategy 2014 accords with this and states that the significance of the Borough's heritage assets and their setting should always be preserved or enhanced. Saved Policy TC2 of the Local Plan 1994 sets out that for development involving affecting the setting of listed buildings, the primary consideration is the maintenance of the integrity of the original listed building. Proposals must be sympathetic in terms of their massing, scale, appearance and materials.

The main house, 'Boughurst Farm' is a Grade II Listed Building. Aside from the size as discussed, the proposed extension was considered to be generally well designed, traditional in appearance with the use of high-quality materials and as such in keeping with the character and appearance of the Listed Building.

The Conservation Officer specifically commented as follows:

There are reservations regarding the wholesale removal of the casement windows and replacement with SlimLite double glazing. It was noted

There is a policy against replacement of windows in listed buildings (see the above supplementary planning guidance). It was noted some of the timber casements are early 19th century survivors whilst others have been replaced with less than authentic replacements, noticeably at the dining room end. The metal window frames on the front elevation could possibly have previously replaced C17th iron framed windows.

Whilst it would be hard to justify replacing the timber casement windows there may be a justification for replacement of the metal windows with correctly detailed wrought iron window frames with diamond leaded lights. A robust argument would have to be made for the metal windows to be replaced in this manner with SlimLite units (with applied leaded antique oval leaded cames). Detailed drawings would need to be submitted.

The relocation of window openings is also undesirable and the blocking of the window between the lobby and dining room, if really necessary, should be done in such a way that the window remains and is simply boarded over so that the alteration is reversible.

The proposed rear dormer extension to the original roof would not be acceptable.

Other Material Planning Considerations

Biodiversity

Policy CS12 of the Core Strategy seeks to protect sites designated for their biodiversity value based on their level of importance and enhance, restore, recreate and maintain habitats particularly within Biodiversity Opportunity Areas, which is a designation of this site.

A tree survey and report, and a Preliminary Roost Assessment were submitted.

The notable trees on the site in close proximity to the proposed extension are to be retained and the report indicated they would not be affected by the proposed development.

The Preliminary Ecology Assessment identified the presence of bats including Brown Long-eared and Pipistrelle and a series of emergence surveys were carried out. The Report submitted listed a series of mitigation measures as follows:

- dismantling works are best done outside the hibernation period, i.e., best undertaken April to October included.
- A least two woodcrete bat boxes should be installed onto adjacent trees prior to dismantling works starting, to provide continued roosting opportunities locally during the works;
- To ensure continual access into the roof space, sheeting will be put in place once the roof tiles and felt have been removed at the location of (against light and dust).
- Under bat mitigation licences, only bitumen Type IF with hessian matrix can be used in areas where bats are likely to roost; if the use of non-bitumen coated roof membrane is necessary, a certificate that proves the roofing membrane has passed a 'snagging propensity test' will be needed by Natural England. As pipistrelle bats are likely to go and roost under the clay tiles in the extension, this applies to the entire roof (existing and new), as well as any areas of hanging tiles.
- Should the assessment of the roof condition on commencement indicate that the whole existing roof needs to be re-roofed, only wet ridge will be re-instated (dry ridges are not compatible with bats roosting in roof spaces). Also, two bat access tiles will need to be fitted (with hole through the membrane below) to ensure brown long-eared bats can carry on using the roof space.

5.0 Proposed Development

5.1 Rear Extension

The design for the extension has developed from the pre-application advice as follows:

- As before, the extension is sited on the rear/east elevation to retain the intact appearance of the main roof of the principal elevation when viewed from the highway and entrance approach.
- The extension remains sited to the north end off the extended 1st floor and roof form, which is modern in construction, and therefore does not result in the loss of any historic fabric in making the connection partially through the roof or as a result of framing the new roof form. The extension is located clear of the former solar, open hall and screens passage/inserted chimney at the 'low end' of the house.
- The extension comprises a rear range set perpendicular to the main roof with a lower ridge height to express subservience to the main form. The pre-application submission included a parallel range effectively set as a cross wing in order to reduce the impact on the existing form. The overall intention was for the form to appear as if it has evolved in a characteristic and successive fashion commonly seen in buildings of this type rather than the alternative of a legible linking component, e.g. a flat roofed glazed link. Due to the need to reduce the footprint and lower the ridge height of the proposed extension, the parallel range has been reduced in width and length and as the first floor is partly set into the roof space, it has been necessary to form a half hip to the north end of the roof form to ensure adequate head room in the 1st floor. The half hip has been articulated with barge-boards and an oriel window. The reduced length of the parallel range has also resulted in a full hip to the south end of this form extending down into a catslide to the kitchen extension but cut back to normal first floor eaves height at the link to reduce the impact on the existing fabric. This linking element has been partially glazed to the south but extended into a catslide sheltering the main entrance to the north.
- The first floor level of the new extension is set 2 steps higher than the existing first floor level to allow for adequate head height at ground floor level in the extension as the existing head height is very restricted. This results in the 1st floor being partially set into the roof necessitating dormer windows for daylighting and ventilation in the new extension.
- The materials proposed are brick ground floor and tile-hung upper walls all to match existing brickwork and tiles in terms of coursing, bond/ gauge and finish with double glazed windows and doors and fanlights in painted joinery in a heritage profile to ensure the profiles remain slim and ensure they comply with the requirements of the Building Regulations. The roof will be finished in plain clay tiles with details to the eaves, ridges, verges and hips to match the existing detail. Although the half hip and bargeboard is a departure from the existing form and detail, it is considered this represents a progressive but traditional form of construction.
- The new extension amounts to additional accommodation (GEA) of 83.2m², the existing accommodation amounts to a GEA of 229m², resulting in a total percentage increase of 36%. It is recognised this is marginally above the 33% limit but it is reasoned the further reduction in form would result in an incongruous addition and the heritage significance outweighs this criteria. It is also noted the first floor form is partially set into the roof with some unusable space in the eaves and although this hasn't been discounted in the calculations, it is reasoned, similar to the calculation of space standards, any area under 1m in height could be discounted, which would represent and reduction in area of approximately 3.5m², resulting in an adjustment of the **percentage increase over the existing form of 34.8m²**. This is a significant reduction compared to the pre-application submission.
- **In order to take account of SPAB's concerns to ensure the extension is read as subservient to the main dwelling, the link element has been reduced in height by the incorporation of a flat section of roof finished in traditional lead or zinc, a feature which would not be visible from ground level.**

5.2 Internal Alterations

The internal alterations seek to reinstate or respond to historic layouts or features and remove modern material in order to improve the layout of the accommodation.

Ground Floor Alterations

- The porch to be removed is a modern feature and the door opening also a later addition with modern joinery. Infilling the adjacent window will comprise retaining the joinery but boarding over the opening from both sides with a slight recess to retain the notion of its existence. Enlarging the window to the proposed utility room to form a new door opening would result in the loss of a small section of brickwork but the window appears to be a later addition.
- The removal of the circa C19th/ possibly C20th stair, cupboard and aga range with flue and formation of fireplace to the dining room is considered to remove later features and effectively reinstate the room to its former character as a low end/scullery, served by an open fireplace. The proposed fireplace is considered to be traditional in character and its formation is not considered to affect the character or understanding of the nature of the space and will enhance the space.
- The reinstatement of the framed partition and plinth to separate the proposed utility room also serves to reinstate the original character of a separate scullery and dairy. The partitions to the existing kitchen are modern and their adjustment do not result in a loss of character or historic material.
- The new door opening to the study will result in the loss of some historic fabric but it is considered this is countered by the reinstatement of the partition elsewhere.
- There is substantive evidence the window to the west of the dining room has been altered in this location having replaced a doorway and the repositioned window is not considered to result in a loss of character or substantive fabric but reflect a legible pattern of changing window and door openings to respond to evolving uses.

First Floor Alterations

- The removal and adjustment of modern partitions and the stair to the first floor to improve the layout does not result in the loss of any historic fabric, or diminish an understanding of the former uses, and in fact serves to reveal significant features, including the chimney stack.
- Repositioning all bathrooms to the east side serves to remove wastes and soil/vent stacks from the principal elevation thereby enhancing the character and appearance of the building.
- The new door opening to connect the extension is formed in the modern section of the roof frame only and does not result in the loss of significant fabric.
- The proposed replacement dormer window to proposed en-suite 1 has been omitted in line with the Conservation Officer's advice.
- The repositioning of the west window centrally to proposed bedroom 2 is again not considered to result in the loss of significant historic fabric or diminish an understanding of the nature of use.

5.3 Replacement Windows

The window schedule accompanying this submission records the existing windows, and the joinery details for new and replacement windows submitted with this application are based on the original joinery identified in the building.

The schedule identifies two windows (WF10 & WG03) appear to retain circa C19th joinery with traditional ovolo and pencil bead mouldings and single glazed casements with single horizontal glazing bar with ovolo moulding.

Two further windows (WG05 & WF09) retain the frames to the same detail but the casements have been replaced with timber casements with diamond pattern leaded lights.

The remainder of the windows comprise a mix of modern (mid C20th) joinery some containing timber casements and some steel casements, with a mix of plain glazing or diamond pattern leaded lights.

The Heritage Officer is keen for the windows to the principal elevation to the west to be replaced with traditional hardwood frames with metal casements with diamond pattern leaded lights. It is proposed to replace all the windows to this elevation accordingly subject to the approval of details controlled by condition.

Thes remainder of the windows will be replaced with new timber frames with timber casements and through glazing bars all to match the original detail but with 14mm sealed double glazed slimline units as per the submitted joinery details.

The new windows in the extension would also match this pattern and material but with double glazing to modern Building Regulations requirements.



WF10



WF10



WG03



WG03



WF09



WG05

5.4 Ecology and Trees

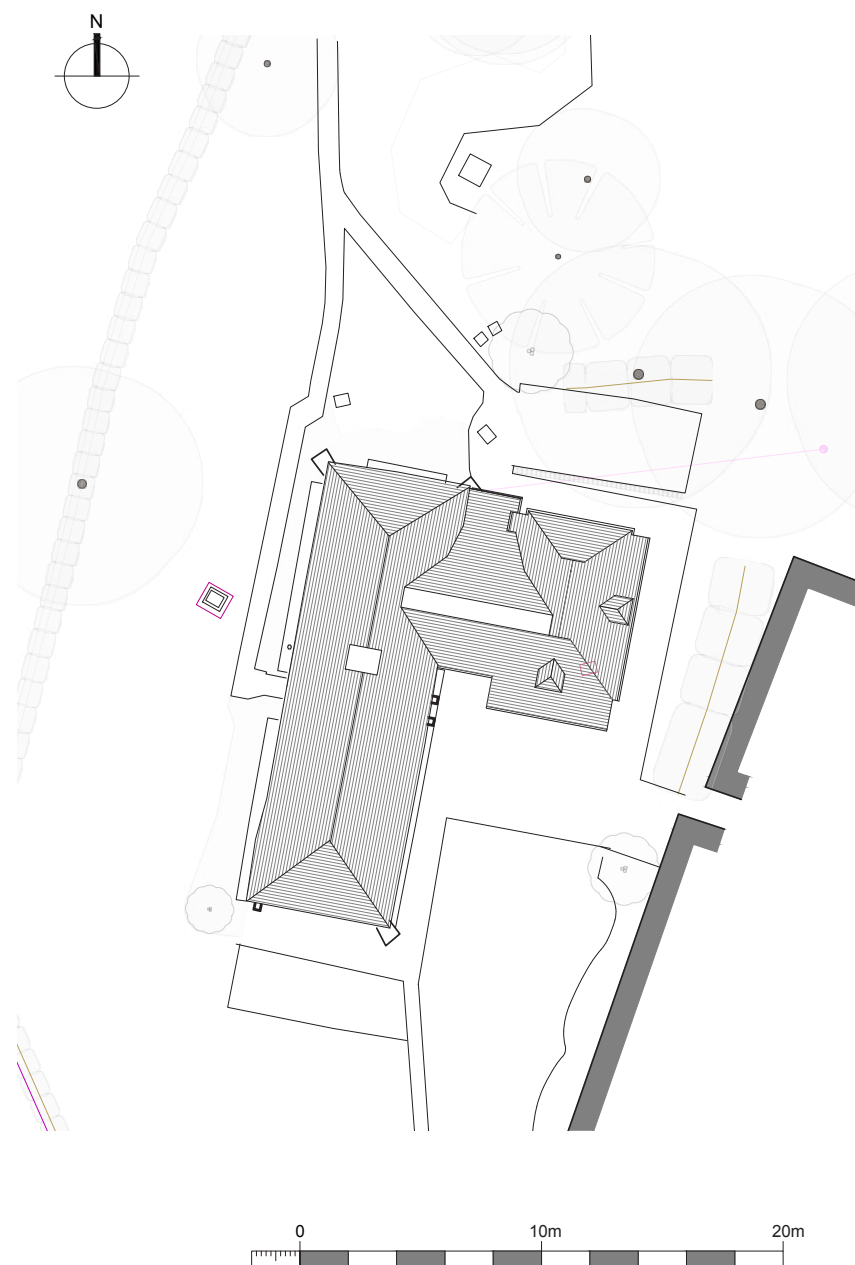
The tree survey report accompanying this submission shows no impact on the surrounding trees or their root protection areas.

A Preliminary Roost Assessment was carried out in May 2025 which recommended bat emergence surveys, which were carried out in the summer of 2025 and the reports accompany this application.

5.5 Landscape and Setting

- The extension is sited on the rear/east elevation which serves to retain the intact appearance of the main roof of the principal elevation when viewed from the highway and entrance approach and does not impact the character of the wider setting.
- New landscaping is to comprise paving to the perimeter and terracing and will enhance the setting of the listed building.

Proposed roof and site plan



[illegible]

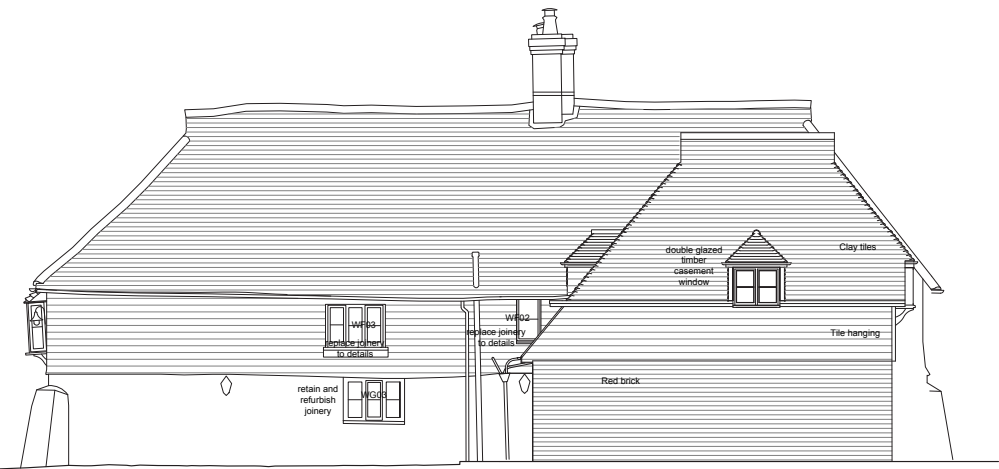
FIRST FLOOR PLAN

Proposed Elevations



NORTH ELEVATION

WEST ELEVATION



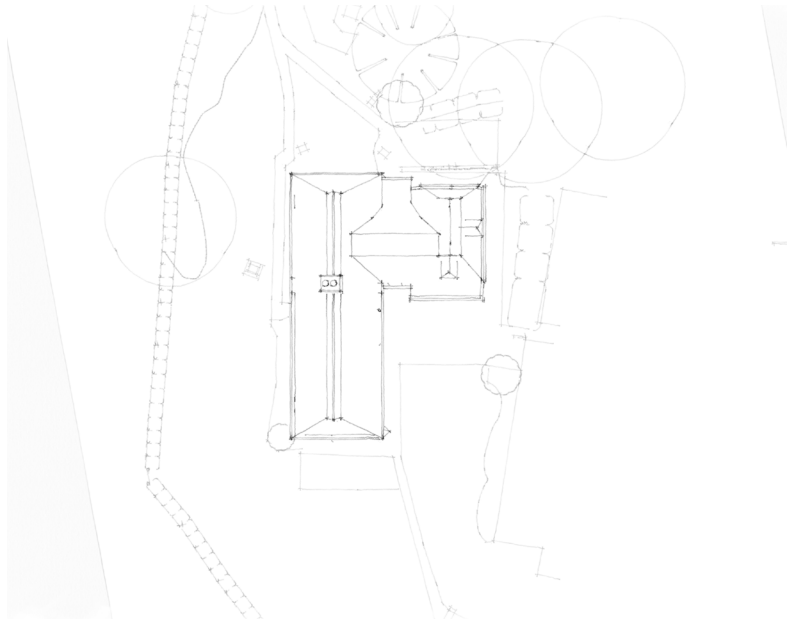
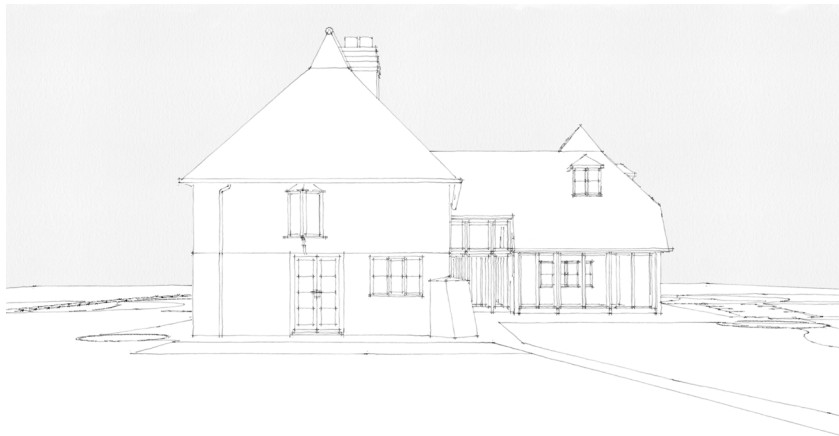
EAST ELEVATION



SOUTH ELEVATION



Modelled Views



6.0 HERITAGE IMPACT ASSESSMENT

6.1. Historic Significance

This part of the assessment describes the nature of the proposal and examines potential effects of the proposals on the significance of the Grade II listed property.

According to BS: 7913 the magnitude of impact of change should be assessed in relation to the significance of heritage assets. The heritage significance is principally derived from the evidential value, *the potential of a place to yield evidence about past human activity*, as the building and its setting retains sufficient historic fabric to inform an understanding of its original character or appearance and in particular how this has evolved over time to adapt to changing needs. Documentary map evidence also informs an understanding of the evolution of the house and its setting. The impact of proposals on this identified significance can be rated according to values as set out in the Heritage Impact Table (BS: 7913 2103 *Guide to the Conservation of Historic Buildings*).

Impact level	Description of change
Highly favourable	The proposed changes will dramatically improve the overall setting and character of heritage assets. This would result in a positive impact and should be encouraged.
Moderately favourable	The proposed changes will improve the character and setting of the asset and these will aid to generate some coherence and harmony on the existing asset.
Low favour	A change that has a minor degree of improvement to the asset.
Negligible	Very minor degree of change that will not cause significant detriment.
Neutral	No change and no impact
Low in detriment	Minor impact, but some change may be acceptable subject to mitigation or designing out
Moderately detrimental	The changes with likely damage and impact the asset, with regards to features, character and significance. These changes should be avoided, but mitigation is required.
Highly detrimental	The changes will make adverse damage and impact the asset, with regards to features, character and significance and may even be irreversible. These changes should be avoided.

Table 1: Heritage Impact Table

6.2. Assessment of Proposed Changes & Overall Impact

The impact of the proposals has been assessed as follows:

No.	Key Area of Impact	Type of Change	Impact
1.	Ground floor	Porch removed and inner door removed with adjacent window boarded over	Low in detriment. The change will have little impact on the overall character of the building as the porch and door are modern & the window will be legibly retained in-situ for future reinstatement
2.	Ground floor	Removal of late C19th/ C20th stair; cupboard and range and formation of new fireplace	Moderately favourable. The proposals remove modern fabric of little historic value and reinstate traditional features and layouts based on evidence.
3.	Ground floor	Reinstatement of framed partition and plinth to end bay and rearrangement of partitions to end bay.	Moderately favourable. The proposal will reinstate missing fabric and legibility of the layout. The internal partitions are legibly new additions to a less significant part of the layout
4.	Ground Floor	New opening in end bay partition to study and extending window opening to form new door opening to utility room	Low in detriment. The alterations result in the loss of a small amount of historic fabric of low-medium significance.
5.	Ground Floor	Reposition window to dining room to west.	Low in detriment. The window has evidently been altered to form a door opening as evidenced by the brickwork and its current position presumably influenced by the existing stair to be removed. Repositioning it centrally in the space would enhance the space without detriment.
6.	First Floor	Rearrangement of partitions and removal of stair	Negligible. The change does not involve the removal of any historic fabric and in fact reveals historic features e.g. the chimney stack.
7.	First Floor	Repositioning bathrooms and wastes	Low favour. Removes waste pipes from principal elevation.
8.	First Floor	Reposition window to bedroom to west.	Low in detriment. The window may be in its original position but likely reflects the position of the later stair. The new position will not impact an understanding of the use of the space.
9.	First Floor	Formation of new door opening to replace window and framing new roof over existing roof structure	Low in detriment. The window is modern joinery and the opening will result in the loss of a small amount of historic fabric to extend the door below the cill but all fabric over is modern, including the wall plate and roof frame.

Table 2: Proposal overall impact level

7.0 CONCLUSION

The submitted proposals seek to respond to the pre-application written advice to ensure they are in accordance with the local and national planning policy as set out below:

Principle of Development in the Green Belt

The scheme submitted represents a 35.8% increase in the floor area of the existing dwelling and is located to the rear of the property and is therefore considered to meet Paragraph 142 and 153 and specifically Paragraph 154 of the NPPF 2024, Policy CS02 of the Core Strategy 2014, and Saved Policy C13 of the Local Plan 1994, in that the development maintains the open character of the Green Belt and does not result in undue visual intrusion into the open countryside due to the position of the extension and the nature of the site. Moreover, the extension accords with exceptions to the policy as it does not result in a disproportionate addition above the size of the original building. It is recognised the extension is marginally higher than the overall limit of one third of the gross floor area of the original dwelling (measured externally), however, it is reasoned the extension is well designed and subservient and does not increase the bulk and appearance of the dwelling. Finally it is considered the appearance, massing, scale, form and materials of the extension are sympathetic and proportionate to the existing dwelling and the Green Belt setting.

Biodiversity

The notable trees on the site in close proximity to the proposed extension are to be retained and unaffected by the proposals. The Ecology assessment identified the presence of bats and the mitigation measures and biodiversity enhancements recommended in this report will be adhered to during the specification of finishes and construction works. As such the proposals are considered to accord with Policy CS12 of the Core Strategy in that they protect sites designated for their biodiversity value.

Design and Impact on Listed Building

The proposed extension departs from the pre-application scheme slightly in appearance and form in order to reduce its scale, however, it remains traditional in form, appearance and detailing with the use of high-quality materials and as such is considered to remain in keeping with the character and appearance of the Listed Building, does not result in the loss of any significant historic fabric or an understanding of the nature of the spaces of the original form, and preserves and enhances the character and distinctiveness of its setting in accordance with Saved Policy TC2 of the Local Plan 1994, Policy CS20 of the Core Strategy 2014, Paragraph 203 of the NPPF 2024.

Although there is policy against replacement of windows in listed buildings, it is considered a robust supporting justification for their replacement (alongside the retention of 4 extant windows) based on an informed analysis of the existing windows has been presented and it is considered this element is also in accord with local and national policy in that it does not result in the loss of significant historic fabric and in fact enhances the character and appearance of the historic property and represents a process of improvement and enhancement to the property over its lifetime.

Likewise, the relocation of the 2 window openings is not considered to result in the loss of any historic fabric or an understanding of the nature of use of the spaces as these openings appear to be later interventions and again represents a process of improvement and enhancement to the property over its lifetime.



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