

Development Management

Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN

Tel: 023 8068 8264 www.eastleigh.gov.uk

Office hours: Mon-Thurs 8.30am - 5pm, Friday 8.30am - 4.30pm

**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	
Address Line 1	
Address Line 2	
Address Line 3	
Town/city	
Postcode	

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

Easting (x)	Northing (y)
Description	

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Description of Proposed Works

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

Replacement of 16 later non-original window units comprising five aluminium/uPVC sash-style windows to the principal elevation and eleven uPVC casement windows to the principal, rear and side elevations.

The five principal-elevation windows will be replaced with white Roseview Heritage Rose vertical sliding sash windows incorporating slim heritage profiles, applied astragal glazing bars, run-through sash horns, deep bottom rails and removable internal staff beads.

The remaining windows, including the single basement window, will be replaced with white REHAU Rio flush-fit uPVC casement windows in the configurations shown on the submitted numbered elevations and window schedule.

All existing structural openings will remain unchanged. Surviving timber outer frames and surrounds and the existing concrete cills to the principal sash openings will be retained and repaired. No trickle ventilators, new openings or external structural alterations are proposed.

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?

- ☐ Yes
☒ No

Immunity from Listing

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

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☒ Yes
☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☐ Yes
☒ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☐ Yes
☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Refer to:

Upcott LBC Drawing_Pack

Upcott_Heritage_Design_Access_Statement Statement

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

Windows

Existing materials and finishes:

1. Principal elevation windows Existing: Later white aluminium/uPVC sash-style window inserts with plastic glazing-bar detailing. Existing painted timber outer frames and surrounds and concrete cills are retained. 2. Casement windows Existing: Later white uPVC casement windows of mixed configurations and detailing. 3. Retained surrounds and making good Existing: Painted timber window surrounds, concrete cills and surrounding brickwork.

Proposed materials and finishes:

1. Principal elevation windows Proposed: Roseview Heritage Rose uPVC vertical sliding sash windows in white foil finish, with slim heritage profiles, 44 mm meeting rails, deep bottom rails, run-through horns, removable internal staff beads and applied white astragal bars to both faces with matching internal spacer bars. Clear double glazing, with safety glass where required. 2. Casement windows Proposed: REHAU Rio flush-fit uPVC casement windows in white foil finish, with mechanically jointed frames, sculptured heritage glazing beads, concealed drainage and applied white astragal bars with matching spacer bars where shown on the window schedule. Clear, obscured or safety double glazing as scheduled. No trickle ventilators. 3. Retained surrounds and making good Proposed: Existing timber surrounds and concrete cills retained. Local timber repairs undertaken using compatible timber and finished in white paint. Narrow colour-matched perimeter seals and limited local making good only. Existing structural openings and brickwork remain unaltered.

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

☒ Yes

☐ No

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

Upcott_LBC_Drawing_Pack

Upcott_Heritage_Design_Access_Statement

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

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):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

PD/26/101949

Date (must be pre-application submission)

18/08/2026

Details of the pre-application advice received

Use:

* **Reference:** PD/26/101949

* **Date:** 18/08/2026

For the details box:

Pre-application advice confirmed that listed building consent is required for the proposed window replacements.

The Council’s Heritage Consultant requested that the listed building consent submission include the optional removable internal staff bead for the Heritage Rose vertical sliding sash windows, window reference numbers positioned on the elevations, numbered photographs of the existing windows and appropriate technical literature for the proposed casement-window system.

The application has been revised accordingly. The five Heritage Rose sash windows include removable internal staff beads. All proposed windows are numbered and cross-referenced between the principal, rear and side elevations, window schedule and photographic survey. The previously proposed Logik Ovolo S system has been replaced with REHAU Rio flush-fit casement windows, supported by the relevant product information.

The revised proposals retain the existing structural openings, surviving timber outer surrounds and concrete cills. No trickle ventilators are proposed.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Ownership Certificates

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?
E.g. All the land is owned by a single individual

- ☒ 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
- ☐ The Agent

Title

Mr

First Name

Dale

Surname

Anderson

Declaration Date

20/09/2026

☒ 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.

☒ I / We agree to the outlined declaration

Signed

Dale Anderson

Date

30/09/2026

Amendments Summary

Further to your request, please find attached the revised location plan, site plan and drawing pack for the listed building consent application at Upcott House.

The red-line boundary has been added.

The revised documents also include:

The locations and references of all 16 replacement windows.

Scale bars on the existing and proposed elevation drawings.

The correct application reference, L/26/102146.

Please confirm that the revised information is sufficient to validate the application. If anything further is required, please let me know.