

Planning Committee  
29 January 2026

Planning Application  
Number: 25/01400/LBA

**25/01400/LBA Bourne Hall, Spring Street, Ewell KT17 1UF**

<b>Application Number</b>	25/01400/LBA
<b>Application Type</b>	Listed Building Consent
<b>Address</b>	Bourne Hall, Spring Street, Ewell KT17 1UF
<b>Ward</b>	Ewell Village
<b>Proposal</b>	Installation of a poly-roof liquid membrane and roofing system to the high-level area of Bourne Hall to create a waterproofing layer and thermal upgrade
<b>Expiry Date</b>	27 February 2026
<b>Recommendation</b>	Approval, subject to conditions and informatives
<b>Number of Submissions</b>	None
<b>Reason for Committee</b>	Council is the Applicant
<b>Case Officer</b>	Virginia Palmer, Principal Planning Officer
<b>Contact Officer</b>	Simon Taylor, Head of Development Management and Planning Enforcement
<b>Plans, Documents and Submissions</b>	Found <a href="#">here</a>
<b>Glossary of Terms</b>	Found <a href="#">here</a>



## SUMMARY

### 1. Summary and Recommendation

- 1.1. This Application is presented to Planning Committee as Epsom and Ewell Borough Council is the Applicant.
- 1.2. The Site comprises Bourne Hall. This is a Grade II Listed Building constructed between 1967-1970 by A.G. Sheppard Fidler and Associates. The building sits adjacent to its car park, both within a landscaped setting. Internally, the building provides a range of community spaces and facilities, including a library, café, exhibition area and a museum at first floor. Additionally, there are rooms available for public and private hire, hosting events such as weddings, meetings and community activities.
- 1.3. The proposal seeks to install a 130mm of polyroof insulation, along with a "Protec" liquid membrane system, to match the existing colour of the roof.
- 1.4. There is no objection from the Conservation Officer, and the application is recommended for approval by Officers, subject to Conditions.

## PROPOSAL

### 2. Description of Proposal

- 2.1. The proposal seeks to install a 130mm of polyroof insulation, along with a "Protec" liquid membrane system, to match the existing colour of the roof.
- 2.2. The proposed new roof would match the existing colour of the roof; however, it would sit approximately 150mm higher than the existing roof. There would be no visual change to the roof from ground level.
- 2.3. The proposal would ensure that heat efficiency is greatly improved for the building.

## SITE

### 3. Description

- 3.1. The Site comprises Bourne Hall. This is a Grade II Listed Building constructed between 1967-1970 by A.G. Sheppard Fidler and Associates. The building sits adjacent to its car park, both within a landscaped setting.
- 3.2. The Site is listed at Grade II for the following principal reasons:
  - Architectural interest: a striking design, notable for its space-age flair and the generous, top-lit principal interior space;

- Plan form: the circular layout is well-organised, legible and flexible; and
- Historic interest: as an ambitious example of the expansion of the library service and the integration of community facilities and disabled access.

3.3. The Site is accessed off Spring Street and is surrounded by a mix of uses, including residential houses, a nursery school and a health centre. Ewell High Street is within walking distance to the Site, comprising shops and cafes/restaurants.

#### 4. Constraints

- Built Up Area
- Grade II Listed Building
- Locally Listed Building
- Ewell Village Conservation Area
- Archaeological Site
- Bat Survey Area
- Great Crested Newt Impact Risk Zone
- SSSI Impact Risk Zone
- Gatwick Consultation Area
- Heathrow Consultation Area
- Council Managed Trees
- Flood Zone 1
- Classified Road

#### 5. History

5.1. The below table sets out the planning history relating to the wider Site, within the last five years.

App No.	Description	Status
25/01512/FUL	Single storey timber outbuilding to accommodate the storage of items for the Library of Things	Pending consideration
25/01399/FUL	Installation of a poly-roof liquid membrane and roofing system to the high-level area of Bourne Hall to create a waterproofing layer and thermal upgrade. The finished roof will replicate the appearance of the existing green oxidized copper and will be raised by approximately 150mm.	Pending consideration
25/01359/LBA	Installation of additional vertical balustrades to interior staircase.	Granted 29 January 2026
25/00257/COND	Confirmation of Compliance with Condition(s): 3 (Materials), 4 (Pivot Plates) of 24/01091/LBA	Granted 24 April 2025

App No.	Description	Status
24/01091/LBA	Alterations to fenestration	Granted 4 October 2024
24/01015/LBA	Installation of Solar PV to flat roofs and Tesla Powerwall batteries for power storage	Granted 4 October 2024
24/01013/FUL	Installation of Solar PV to flat roofs and Tesla Powerwall batteries for power storage	Granted 4 October 2024
24/00618/LBA	Install a new layer of roof felt to the existing felt roof. (Retrospective)	Granted 4 October 2024
24/00419/FUL	Installation of Solar PV to the south facing section of the perimeter flat roof	Granted 13 June 2024
24/00066/LBA	Replacement of 13 internal fire doors to meet BS guidelines	Granted 13 June 2024
24/00064/LBA	Installation of Solar PV to the south facing section of the perimeter flat roof	Granted 13 June 2024
19/00323/COND	Discharge of Condition 3 (Details) of 18/01247/LBA	Granted 16 May 2019
18/01247/LBA	Replacement of 6 internal doors	Granted 15 February 2019
17/00445/LBA	Replacement of existing light fittings with LED light fittings in Museum and Library areas of Grade II listed building	Granted 14 September 2017

## CONSULTATIONS

Consultee	Comments
Historic England	No comments
EEBC Conservation Officer	No objection
<b>Public Consultation</b>	
Neighbours	The application was advertised by means of a site notice and press notice. The Site Notice was displayed on 10.12.2025. No submissions were received.

## PLANNING LEGISLATION, POLICY, AND GUIDANCE

### 6. Legislation and Regulations

- 6.1. Town and Country Planning Act 1990
- 6.2. Planning (Listed Buildings and Conservation Areas) Act 1990

### 7. Planning Policy

#### 7.1. National Planning Policy Framework 2023 (NPPF)

- Section 2: Achieving Sustainable Development
- Section 12: Achieving Well-Designed and Beautiful Places

- Section 16: Conserving and Enhancing the Historic Environment

**7.2. Epsom and Ewell Core Strategy 2007 (CS)**

- Policy CS1: Sustainable Development
- Policy CS5: The Built Environment

**7.3. Epsom and Ewell Development Management Policies Document 2015 (DMPD)**

- Policy DM8: Heritage Assets
- Policy DM9: Townscape Character and Local Distinctiveness
- Policy DM10: Design Requirements for New Developments

**8. Supporting Guidance**

**8.1. National Planning Policy Guidance (NPPG)**

- Historic Environment

**8.2. Other Documentation**

- Ewell Village Character Appraisal.

**PLANNING ASSESSMENT**

**9. Principle of Development**

- 9.1. The Site is located within the Built-Up Area of Ewell, and the principle of development is acceptable, subject to consideration of the principles, objectives, and policies in the CS, the DMPD and supporting guidance and documents.

**10. Design, Heritage and Conservation**

- 10.1. Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that development must ensure the preservation of any nearby listed building, including its setting,
- 10.2. Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires special regard to the desirability of preserving or enhancing the character or appearance of that area.
- 10.3. Paragraphs 203-208 of the NPPF 2023 requires consideration of the harm to the significance of a designated heritage asset. Paragraph 206 requires clear and convincing justification where there is harm to or the loss of a designated heritage asset. Paragraph 202 states that where there is less than substantial harm, the harm must be weighed against the public benefits.
- 10.4. Paragraphs 129, 135 and 139 of the NPPF 2023 refer to the need for functional and visually attractive development that is sympathetic to local character and history.

- 10.5. Policy CS5 of the CS and Policy DM8 of the DMPD seek to protect and enhance heritage assets and their setting.
- 10.6. DM9 of the DMPD requires a positive contribution to and compatibility with the local character and the historic and natural environment and Policy DM10 requires good design that respects, maintains or enhances the prevailing house types and sizes, density, scale, layout, height, form and massing, plot width and building separation, building lines and key features.
- 10.7. Paragraph 216 of the NPPF 2024 states that in weighing applications that affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.
- 10.8. Bourne Hall Library and Social Centre is Grade II Listed and locally listed. It was first listed on 30 April 2025 and its list entry number is: 1425772. The reasons for its designation are below:
  - Architectural interest: a striking design, notable for its space-age flair and the generous, top-lit principal interior space;
  - Plan form: the circular layout is well-organised, legible and flexible; and
  - Historic interest: as an ambitious example of the expansion of the library service and the integration of community facilities and disabled access.
- 10.9. The site is within Ewell Village Conservation Area.
- 10.10. The proposal seeks to remove existing defective twin wall polycarbonate roofing sheets and glazing bars and replace with a like-for-like quad polycarbonate system. The proposal seeks to install a 130mm of polyroof insulation, along with a "Protec" liquid membrane system, to match the existing colour of the roof. The proposed new roof would sit approximately 150mm higher than the existing roof. There would be no visual change to the roof from ground level.
- 10.11. The proposal would ensure that heat efficiency is greatly improved for the building.
- 10.12. Accompanying this application is a Design and Access Statement, which contains a Heritage Statement. It contains an Impact Assessment, which sets out that the works constitute a like-for-like addition. The visual impact would be minimal, as the proposed new roof would replicate the existing finish in full. The proposal would not detract from the building's Listing, nor does it introduce any intrusive or incompatible features. As such, the proposal would have no negative impact on the building's heritage value.
- 10.13. The Design and Access Statement, which contains a Heritage Statement sets out the justification and benefits of the proposal. The primary purpose

of the proposal is to further improve the thermal efficiency of the building, along with a reduction in maintenance. Benefits of the proposal include enhanced thermal efficiency, reduction of maintenance to the high-level roof, the long-term preservation of the building and support for continued public use of Bourne Hall as a safe and accessible community facility. Overall, the proposal provides a clear thermally efficiency benefit, whilst fully respecting the building's design integrity.

10.14. The Conservation Officer requested clarifications, which were provided by the Applicant, along with additional detailed drawings and a further Heritage Statement. The Conservation Officer's final comments suggested that real copper sheets would have been ideal as they would represent a traditional material and would be a better match for the original textured copper foil. The added height from the new insulation would not be discernible from the ground, and so there is no objection to this element. The benefits of the maintenance works proposed, in the Conservation Officer's view, would outweigh the harm of the smooth resin finish, particularly knowing that the exact copper bonded felt is no longer manufactured.

10.15. There is no objection from the Conservation Officer, subject to Conditions being attached to Listed Building Consent, if granted.

10.16. As the proposal seeks to match the colour of the existing roof, that it would sit only marginally higher than the existing roof and that as a result there would be no visual change to the roof at ground floor level, the proposal would not adversely impact the Listed Building, or the character of the Conservation Area.

10.17. The proposal complies with Policy CS5 of the CS and Policy DM8 of the DMPD.

## CONCLUSION

### 11. Conclusion

11.1. The primary purpose of replacing the roofing material is to improve the thermal efficiency of the building, along with a reduction in maintenance. There is no objection from the Conservation Officer and Officers recommend approval, subject to Conditions.

## RECOMMENDATION

**To grant Listed Building Consent, subject to the following Conditions and Informatives:**

### Conditions

#### 1) Timescale

The development hereby permitted shall be commenced within three years from the date of this decision.

Reason: To comply with Section 18 (1) (a) of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 52 (4) of the Planning and Compulsory Purchase Act 2004.

## **2) Approved Plans**

Unless otherwise agreed in writing by the local planning authority, the development hereby permitted shall be carried out in accordance with the plans numbered:

Location Plan – dated 21.11.2025

Block Plan – dated 18.11.2025

A-04-02 – Existing High Level Re-Roofing Detail – dated 05.02.2026

A-04-03 – Proposed High Level Re-Roofing Detail – dated 05.02.2026

Section Drawing – received 05.02.2026

A-04-04 Proposed Replacement area' – dated 05.02.2026

Reason: For avoidance of doubt and to ensure that the development is carried out in accordance with the approved plans and to ensure a satisfactory external appearance in accordance with Policy CS5 of the Core Strategy 2007 and Policies DM8, DM9 and DM10 of the Development Management Policies Document 2015.

## **3) Samples**

Prior to the commencement of the relevant part of the works, the following samples shall be submitted to and approved in writing by the Local Planning Authority:

- a) A 1m x 1m sample of the finish, colour and texture of the final coating
- b) A sample of the polycarbonate material and all coatings, film, or any other addition intended to be used in the finished work, both internally and externally

The works shall be carried out in accordance with those details following their approval in writing by the Local Planning Authority.

Reason: To safeguard the special architectural and historic interest of the listed building in accordance with Policy CS5 of the Core Strategy (2007), Policies DM8, DM9 and DM10 of the Development Management Policies 2015, Chapter 16 of the National Planning Policy Framework 2024, and Sections 16 and 17 of the Planning (Listed Buildings & Conservation Areas) Act 1990.

## **4) Existing Roofing**

One section of original copper roof covering shall be retained beneath the new roof covering and insulation as part of the proposed works so that a record is preserved in situ of the original finish. Prior to the completion of the works, a sample of the felt and copper shall be given to Bourne Hall Museum to be retained as part of an archive of original building features used in Bourne Hall.

Reason: To safeguard the special architectural and historic interest of the listed building in accordance with Policy CS5 of the Core Strategy (2007), Policies DM8, DM9 and DM10 of the Development Management Policies 2015, Chapter 16 of the National Planning Policy Framework 2024, and Sections 16 and 17 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

### **Informatives**

#### **1) Positive and Proactive Discussion**

In dealing with the application the Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies in the Core Strategy, Supplementary Planning Documents, Planning Briefs and other informal written guidance, as well as offering a full pre-application advice service, to ensure that the applicant has been given every opportunity to submit an application which is likely to be considered favourably.

#### **2) Preservation of Listed Building**

You are reminded that all works to a listed building must be carried out with the utmost care and to the highest standards of quality and workmanship. Any damage to the listed building shall be immediately made good using materials to match the originals. Unauthorised works that harm the listed building constitute a criminal offence and will be liable to fines of up to £20,000 per offence.

Work within the roof is subject to the following:

- All works shall be carried out to a very high standard to conserve the special interest of the Listed building
- All historic fabric and features shall be protected from damage, theft or removal at all times, and all making good shall be carried out in matching materials
- Care shall be taken to protect and retain the existing/original aluminium fascia in its unpainted and uncoated appearance at all times
- Care shall be taken to protect, retain and reuse the existing/original leaf guards to cover the downpipes following the works