

Planning Committee  
29 January 2026

Planning Application  
Number: 25/01399/FUL

**25/01399/FUL Bourne Hall, Spring Street, Ewell KT17 1UF**

<b>Application Number</b>	25/01399/FUL
<b>Application Type</b>	Full Planning Permission (Major)
<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/Major application (site area)
<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. It is also a major application by virtue of the site area being more than 1 hectare in size.
- 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

- Grade II Listed Building
- Locally Listed Building
- Ewell Village Conservation Area
- Built Up Area
- Bat Survey Area
- Great Crested Newt Impact Risk Zone
- Archaeology Site
- 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
25/01400/LBA	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
EEBC Ecology	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. Letters were sent to 65 neighbours too. 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 2024 (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 DM4: Biodiversity and New Development
- 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. Presumption in Favour of Sustainable Development**

- 9.1. Paragraph 11 of the NPPF 2023 stipulates that development proposals which accord with an up-to-date development plan should be approved and where a proposal conflicts with an up-to-date development plan, permission should not usually be granted.

**10. Principle of Development**

- 10.1. 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.

**11. Design, Heritage and Conservation**

- 11.1. 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,
- 11.2. 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.
- 11.3. 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.

- 11.4. 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.
- 11.5. Policy CS5 of the CS and Policy DM8 of the DMPD seek to protect and enhance heritage assets and their setting.
- 11.6. 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.
- 11.7. 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.
- 11.8. 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.
- 11.9. The site is within Ewell Village Conservation Area.
- 11.10. 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.
- 11.11. The proposal would ensure that heat efficiency is greatly improved for the building.
- 11.12. 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.

- 11.13. 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.
- 11.14. 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.
- 11.15. There is no objection from the Conservation Officer, subject to Conditions being attached to Listed Building Consent, if granted.
- 11.16. 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.
- 11.17. The proposal complies with Policy CS5 of the CS and Policy DM8 of the DMPD.

## **12. Community Facilities**

- 12.1. Policy DM34 of the DMPD allows new or extended social infrastructure to address identified need, where it is practical and flexible, accessibly located, of high-quality design with inclusive access, absent of neighbour amenity impacts and satisfies highways requirements.
- 12.2. Benefits of the proposal include enhanced thermal efficiency, to ensure a warmer building, the long-term preservation of the building because of the roof works, and support for continued public use of Bourne Hall, as a safe

and accessible community facility. This complies with Policies CS13 of the CS and Policy DM34 of the DMPD.

### **13. Neighbour Amenity**

- 13.1. Policy CS5 of the CS and Policy DM10 of the DMPD seeks to protect occupant and neighbour amenity, including in terms of privacy, outlook, sunlight/daylight, and noise whilst Paragraph 198 of the NPPF 2024 and Policy CS6 of the CS seek to mitigate and reduce noise impacts.
- 13.2. The proposed works relate to the roof of the building and would cause no harm to neighbouring amenity. This complies with Policies CS5 of the CS and Policy DM10 of the DMPD.

### **14. Ecology and Biodiversity**

- 14.1. Paragraphs 187 and 193 of the NPPF 2024, Policy CS3 of the CS and Policy DM4 of the DMPD require the conservation and enhancement of on-site biodiversity, with minimisation of impacts and the provision of mitigation measures. The duty of care extends to Regulation 9(3) of the Conservation of Habitats and Species Regulations 2017 to protect species identified under Schedule 5 of the Wildlife and Countryside Act 1981 and Schedule 2 of the Conservation of Habitats and Species Regulations 2017.
- 14.2. The Council's Ecologist formally commented on this application, setting out that there would be no impact on biodiversity and no further survey is required.
- 14.3. The proposal would be exempt from Biodiversity Net Gain as it would not impact a priority habitat and impacts less than 25 square metres (5m by 5m) of on-site habitat.

### **15. Accessibility and Equality**

- 15.1. The Council is required to have regard to its obligations under the Equality Act 2010, including protected characteristics of age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion, or belief. There would be no adverse impacts because of the development.

## **CONCLUSION**

### **16. Planning Balance**

- 16.1. Section 2 of the NPPF has an underlying presumption in favour of sustainable development which is carried through to the Development Plan. Policy CS1 of the CS expects development to contribute positively to the social, economic, and environmental improvements in achieving

sustainable development whilst protecting and enhancing the natural and built environment.

**16.2. Economic Considerations**

16.3. The proposal ensures the long-term preservation of the roof of the building, ensuring that the building is thermally efficient.

**16.4. Social Considerations**

16.5. The proposal would ensure a more thermally efficient roof, which would help to keep the building warm, which is a social benefit, given that the building is used by the general public.

**16.6. Environmental Considerations**

16.7. The proposal ensures the long-term preservation of the roof of the building, ensuring enhanced thermal efficiency.

**16.8. Conclusion**

16.9. In the absence of identified harm, Officers recommend approval of the planning application, subject to Conditions.

**RECOMMENDATION**

**To grant Planning Permission 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 91 of the Town and Country Planning Act 1990 (as amended).

**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.

### **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) Building Control**

Your attention is drawn to the need to comply with the relevant provisions of the Building Regulations, the Building Acts and other related legislation. These cover such works as the demolition of existing buildings, the erection of a new building or structure, the extension or alteration to a building, change of use of buildings, installation of services, underpinning works, and fire safety/means of escape works. Notice of intention to demolish existing buildings must be given to the Council's Building Control Service at <https://ebcsltd.co.uk/> at least 6 weeks before work starts. A completed application form together with detailed plans must be submitted for approval before any building work is commenced.

#### **3) Working Hours**

When undertaking building work, please be considerate to your neighbours and do not undertake work before 8am or after 6pm Monday to Friday, before 8am or after 1pm on a Saturday or at any time on Sundays or Bank Holidays. Furthermore, please ensure that all vehicles associated with the construction of the development hereby approved are properly washed and cleaned to prevent the passage of mud and dirt onto the adjoining highway.

You are advised that the Council does have formal powers to control noise and nuisance under The Control of Pollution Act 1974, the Clean Air Acts and other relevant legislation. For further information and advice, please contact - Environmental Health Department Pollution Section.

#### **4) Listed Building Consent**

This permission does not grant listed building consent for the works, for which separate consent is required under the Planning (Listed Buildings and Conservation Areas Act) 1990.