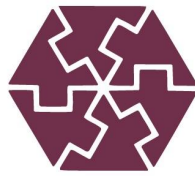


Planning, Reading Borough Council
Civic Offices, Bridge Street, Reading RG1 2LU

Website: www.reading.gov.uk
Tel: 0118 9373787



Reading

BOROUGH COUNCIL

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

Queen Annes School

Address Line 1

Henley Road

Address Line 2

Caversham

Address Line 3

Reading

Town/city

Reading

Postcode

RG4 6DX

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

Easting (x)

471760

Northing (y)

175115

Description

Applicant Details

Name/Company

Title

Ms

First name

Rebecca

Surname

Patton

Company Name

Queen Anne's School part of the United Westminster and Greycoat Foundation

Address

Address line 1

Queen Annes School

Address line 2

6 Henley Road

Address line 3

Caversham

Town/City

Reading

County

Country

Postcode

RG4 6DX

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Charles

Surname

McClimont

Company Name

Edgingtons Architects

Address

Address line 1

Meridian House

Address line 2

2 Russell Street

Address line 3

Town/City

Windsor

County

Berkshire

Country

GB

Postcode

SL4 1HQ

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

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

The recovering of a flat roof to an existing 1950's single storey corridor annex to the listed main school building. There is a parapet wall to the flat roof hiding it from view. During the Christmas 2025 holidays thieves the lead sheet roof covering. The School were unaware of this until the start of the new term in January 2026 when water damage was discovered in the corridor. A temporary roof covering was then installed to protect the building fabric.

The School now wish to carry out a permanent repair. To deter the risk of future theft it is proposed to replace the lead with a single ply membrane roof covering. The existing rooflights in the flat roof are in a poor state of repair and also present a security risk. It is therefore also proposed that these are removed and the openings made good prior to the installation of the new roof covering.

A single ply membrane roof covering was used on the flat roofs associated with the new Music School on the east side of the building that was completed in 2018 (Application Nos:15/2250 Full Planning & 15/2251/LBC).

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).

Please refer to the following submitted drawings and supporting information:-
6194-1200 Existing & Proposed Ground and First Floor Plans.
6194-1240 Existing & Proposed Elevations.
6194-1401 Proposed Replacement Roof Covering Detail.
6194 The Design & Access Statement, which includes relevant photographs.
6194 The Heritage Statement.

The existing rooflights are to be removed together with their timber plinths which have been constructed above the principal roof deck.

New timber roof joists will then be fitted within the rooflight openings to support a timber roof deck. The proposed new single ply membrane flat roof system will then be installed to co-ordinate with the existing perimeter flashings.

The existing corridor ceiling is lathe and plaster, which will be retained. The intention is to install new plasterboard ceilings within the lined wells of the rooflights following their removal.

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:

Roof covering

Existing materials and finishes:

Lead sheet covering (stolen), replaced with foil faced adhesive backed temporary roof covering to protect the building fabric.

Proposed materials and finishes:

A dark grey single ply membrane roof covering on PIR insulation on a vapour control layer laid on the roof deck.

Type:

Ceilings

Existing materials and finishes:

Painted lathe and plaster ceiling to be retained.

Proposed materials and finishes:

Painted plasterboard ceiling panels within the lined wells of the rooflights, following their removal.

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

Please refer to the following submitted drawings and supporting information:-
6194-1200 Existing & Proposed Ground and First Floor Plans.
6194-1240 Existing & Proposed Elevations.
6194-1401 Proposed Replacement Roof Covering Detail.
6194 The Design & Access Statement.

Neighbourhood Consultation

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

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

First Name

Surname

Declaration Date

☒ 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

Date