



Advice for general Conservation and Design (including listed and historic buildings) Enquiries

Unfortunately due to much higher than usual levels of work we are currently having to prioritise submitted applications and paid for formal pre-application advice over responding to general enquiries and are therefore not providing a free general enquiry advice service for conservation and design (including listed and historic building) issues.

We realise that members of the public, property owners and agents may still wish to obtain some guidance and there are a number of alternatives to obtain that advice.

You may wish to:

- use our formal pre-application advice service, for which there is a charge. More information can be found on our website - [Get advice on your planning application](#)
Your proposals are likely to come under the category “complex cases”. There will be a response time of approximately 4 – 6 weeks to receive formal pre-application advice, depending on whether a site visit or meeting are required
- appoint your own historic environment specialist to provide you with advice on your property: [Find specialist help](#)
- undertake some research on the web, where there is a wealth of relevant information. The most useful starting points is our section - [historic buildings and conservation areas](#) and [frequently asked questions](#)
- Historic England - [Guide for owners of listed buildings](#)
- Institute of Historic Building Conservation - [Guidance note on alterations to listed buildings](#) and <http://ihbconline.co.uk/caring/introduction/>
- General advice on building projects can be found at <https://labcfloor.co.uk/projects>

Common Enquiries

There are several queries that we are asked very regularly and information on these is provided below:

Do I need listed building consent?

In general like for like repairs (in traditional materials using traditional techniques) do not require LBC, however any works that might affect “the building or its setting or any features of special architectural or historic interest which it possesses” will require LBC, including any loss of historic fabric. <https://historicengland.org.uk/advice/hpg/consent/lbc/>

Information on how to apply for listed building consent can be found on our website – [historic buildings and conservation-areas](#) and [Make a planning application](#). We would recommend that you apply via the Planning Portal. It is important to ensure that any application is accompanied by all the relevant information to enable us to progress the application as quickly as possible and a list of the information requirements can be found on the relevant validation checklist on our website. [Make a planning application](#). There is no fee for listed building consent applications.

You can obtain a formal decision on whether listed building consent is required by submitting an Application for a Certificate of Lawfulness of Proposed Works to a listed building - [Certificate of lawfulness of proposed works to a listed building](#) and [Guidance note certificates of lawfulness listed building](#)

Is a building curtilage listed?

Some buildings and structures that are not included in the main listing are still covered by that listing and those buildings and structures are considered to be curtilage listed. Curtilage listing is a complex area, and it is not always simple to ascertain whether a building or structure is curtilage listed. In summary, a building or structure can only be considered as curtilage listed if it was constructed before 1st July 1948. The building or structure must also have been ancillary (subsidiary) to the principle listed building in function and in common ownership or occupation at the time of listing. This means that most changes to those pre-1948 buildings, both internal and external will require listed building consent (in the same way as for other listed buildings). More information on curtilage listing can be found at:

- [Listed building frequently asked questions](#)
- [Listed buildings and curtilage advice note 10](#)

Please note that curtilage listed buildings do not appear on Historic England’s interactive mapping for The National Heritage List for England (<https://www.historicengland.org.uk/listing/the-list>).

Buying a listed building

It is important to remember when buying a listed building that most structural changes both internal and external will require listed building consent and when the Council determines LBC applications it must consider whether the proposals preserve “the building or its setting or any features of special architectural or historic interest which it possesses”. We always suggest to people when they are thinking of buying a listed property that they should like it as it is at present as permission may not be granted for all the changes they might wish to make.

More information on buying an historic property is available from Historic England - [Thinking of buying](#)

How do I find contractors to undertake works to a historic building?

For works to historic buildings, it is important that you appoint a contractor who is used to working on these types of buildings and using traditional building techniques. You may be able to find a suitable contractor via these web-sites –

- [The Institute of Historic Building Conservation – Specialist Register](#)
- <http://www.theheritagedirectory.co.uk/product.asp?prodid=45> .
- <https://www.buildingconservation.com/directory/allco.php>
- [The Guild of Master Craftsmen](#)

Advice on energy efficiency and the climate emergency

While you are doing building work to your historic building you might want to consider if you can make your home more energy efficient and ensure that it can cope with any changes that might be caused by the climate emergency. There is a wealth of information available, but remember some of these changes may also need LBC.

For further information:

- [Cotswold Council - How to achieve net zero carbon homes](#)
- [Historic England - Saving-energy](#)
- [Historic England - Energy efficiency and historic buildings](#)
- [Historic Environment - Saving energy in traditional buildings](#)
- <http://responsible-retrofit.org/wheel/>
- https://www.designingbuildings.co.uk/wiki/Energy_efficiency_for_the_National_Trust
- <https://www.spab.org.uk/advice/energy-efficiency-old-buildings>