

Launton Parish Hall, Bicester Road, Launton,
Bicester OX26 5DP

DEMOLITION & REBUILD OF EXISTING KITCHEN EXTENSION, MODERNISATION OF THE HALL, IMPROVEMENTS TO ENERGY EFFICIENCY, AND ASSOCIATED WORKS

DESIGN & ACCESS STATEMENT



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1. BACKGROUND

- 1.1 This Design & Access Statement accompanies a planning application to Cherwell District Council to demolish an existing side extension at Launton Parish Hall, and to construct a new slightly larger extension creating a secondary entrance to the building and a new kitchen. There will be internal reconfiguration and refurbishment of the existing front entrance lobby and WCs. Further, significant improvements will be made to the energy efficiency of the building by retro-fitting insulation to comply with modern standards. Also, the roof on the existing hall and rear lean-to extension will be replaced with standing seam zinc, and be fitted with an array of PV panels.
- 1.2 The Parish Hall is a single storey building, built around 1930, situated on the main street through Launton (Bicester Road). The Hall is not listed, and is not in a Conservation Area. There is a small car park at the rear, and the access road continues to the Launton Sports & Social Club. The following extract is taken from the Parish Council website:
“The Parish Hall has been an integral part of the village since the early 1930s when the Parochial Church Council (PCC) was sold some church Glebe Land for a hall. The land and hall are still owned by the PCC”.
- 1.3 The single storey building has an internal floor area of 164m², comprising a hall, storage rooms, and two WCs (one accessible). There is a small extension to the side of the building which is presumed to have been added in the 1950s or 1960s, which serves as a kitchen. The main hall has a suspended ceiling.



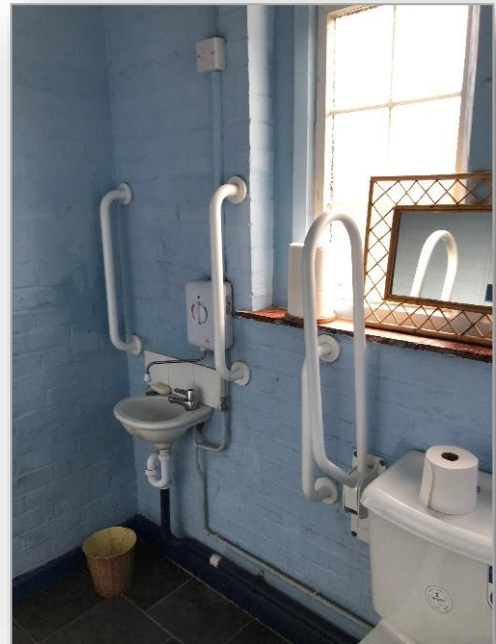
Launton Parish Hall: View of Side (Kitchen) and Rear (store rooms)

- 1.4 The building has a pebble-dash rendered finish and fibre-cement roof slates. The windows are white uPVC with glazing bars, and the external doors are mostly timber. The fascia's and barge boards are timber (painted green). Original rainwater goods are cast iron with some replacements in aluminium and plastic.
- 1.5 The front elevation has moulded concrete window headers and sills, and there are moulded concrete quoins arranged in a toothed form (with alternate quoins projecting and receding) on the front corners of the building, having only a decorative function.

- 1.6 The roof construction is fibre cement roof slates which are showing some signs of damage/wear and tear, on sarking boards (fitted at an angle) which are supported by timber purlins over metal roof trusses. A suspended ceiling has been fitted to the hall (20+ years ago) and quilt insulation laid over the top of it. This appears to be the only insulation in the building. There are signs of mould in the roof space in the rear most part of the building.
- 1.7 The walls are single skin (4") throughout with the exception of the front and rear gable walls which appear to be a 9" solid wall and eight piers to support the roof trusses. There is evidence of the reinforced concrete lintels spalling on the front elevation. Areas of pebble dash render have been repaired, and further damage is visible.
- 1.8 Launton Parish Council and the Parochial Church Council (PCC) have both recognised the need for Hall improvements for several years. To this end a Working Group was set up, with membership from the PCC, the Parish Council, the Parish Hall Committee, the Friends of Launton Parish Hall and other interested villagers. The Group's process has been collaborative, and wide consultation about future use of the Hall has recently been carried out amongst Hall users and village residents.



Existing WCs
showing
need for
refurbishment



2. PLANNING HISTORY

- 2.1 It is not possible to find any relevant planning history for the Hall on the Cherwell District Council Planning Applications database. However, the hall was built in circa 1930, and the kitchen extension thought to have been added in the 1950s/1960s.

3. PLANNING POLICY & CONSIDERATIONS

- 3.1 There are a number of local and national planning policies to take into account during determination, and these have been given full consideration during the feasibility and design phase to ensure compliance.

- 3.2 The principle planning policies which pertain to this application are to be found in Cherwell District Council Local Plan 2011-2031, Launton Village Plan 2005, and the National Planning Policy Framework (NPPF),
- 3.3 Cherwell Local Plan 2011-2031 (formally adopted on 20th July 2015)
- 3.3.1 **Policy BSC12: Indoor Sport, Recreation and Community Facilities**
The contribution of local village/community halls to some indoor sports provision is acknowledged (B168). In this policy, the council seeks to encourage the provision of community facilities to promote the sustainability of communities, with particular regard to protecting and enhancing the quality of and improving access to existing facilities, and ensuring that development proposals contribute to the provision of new or improved facilities.
- 3.3.2 The current proposal for the Parish Hall will encourage greater use of the Hall for sports and recreational activities such as yoga, aerobics, dance and circuits classes, martial arts, classes for the over 60s etc. In addition to sport, the Hall will be more attractive to group organisers seeking to provide other social activities such as art classes, craft workshops, cooking classes, creative arts such as music and the like, all of which helps to motivate the local community to ‘get involved’, and should contribute to alleviating the isolation experienced by some during the Covid epidemic. Local and national government policy is to widely encourage sport, fitness and good nutrition to aid health and wellbeing.
- 3.3.3 **Policy ESD3: Sustainable Construction**
All new non-residential development will be expected to meet at least BREEAM ‘Very Good’. All development proposals will be encouraged to reflect high quality design & high environmental standards, demonstrating sustainable construction methods. In particular, development proposals should:
- *Minimise energy demands & energy loss*
 - *Maximise solar lighting & natural ventilation*
 - *Maximise resource efficiency: water/heating/ electric etc..*
 - *Recycled & energy efficient materials*
 - *Reduce waste & pollution / recycle waste*
 - *Sustainable drainage methods*
 - *Reduce impact on environment*
- 3.3.4 Improving the insulation within the building is a primary objective. This will be achieved by adding 145mm Kingspan Kooltherm insulation on top of the existing roof structure and replacing the existing roof covering with standing seam zinc. Zinc is a hard wearing and long lasting natural material which can be recycled at the end of the roof lifespan. The inside of the existing walls (single skin) will be lined with insulated plasterboard to improve the thermal efficiency. The existing poorly constructed kitchen extension will be re-built with a cavity wall and a new flat roof to meet current building regulation standards.
- 3.3.5 An array of 28 solar panels will be fitted to the south south east facing roof of the parish hall, delivering an 8kw solution, and maximising the hall’s potential to benefit from renewable methods of energy generation. Heating is via electric storage heaters, and part of the required power will be generated via the PV Panels. There is a good level of natural light for the building during the daytime, with plenty of windows in the main hall and three

new rooflights in the kitchen/lobby space. Ventilation is natural via opening windows. The Parish Hall already separates and recycles its waste, and this will continue.

3.3.6 **Policy ESD7: Sustainable Drainage Systems (SuDS)**

All development will be required to use sustainable drainage systems for the management of surface water run-off. Any surface water run-off should be carefully managed to ensure that it does not contribute to increasing flood risk. SuDS seeks to manage surface water as close to its source as possible.

3.3.7 Existing drainage provision will be used for storm and surface water run-off. The modest addition in floorspace will not result in any additional surface water or rain water drainage requirements.

3.3.8 **Policy ESD13: Local Landscape Protection & Enhancement**

Development is expected to respect and enhance local landscape character, and must not cause undue harm to open countryside or natural landscape features. Proposals should be consistent with local character, and must not harm the settings of settlements, buildings, structures or other landmark features.

Policy ESD15: Character of the Built & Historic Environment

Development must respect an area's unique built, natural and cultural context.

3.3.9 There will be no detrimental impact upon the landscape, character or historic environment of the village as a result of this proposal to improve the Hall, as the changes will not have a detrimental visual impact. The aspiration is simply to improve the appearance of the hall without adding to its obtrusiveness within the street scene. New sand Monocouche render will be used on new elevations, and the remainder will be painted to match.

3.4 **Launton Village Plan 2005:**

3.4.1 This mentions the Parish Hall as being in need of refurbishment (Point 19. The Parish Hall is inadequate and in need of a face lift). The aspiration of the community is to have Hall facilities accessible to all villagers, and to meet their requirements, being properly funded and maintained. This proposal will fulfil the aspirations of local residents by delivering much-needed improvements to the Hall.

4. **RATIONALE & PROCESS**

4.1 The building is in poor condition throughout. There are a range of internal and external improvements – structural, practical and cosmetic – which are required to upgrade the building.

4.2 The Parish Hall Improvement Project Group (PHIP) was formed in 2015 to fundraise for the Hall, and subsequent to this a Working Group was established to take forward the improvement project.

4.3 The Hall is in need of considerable improvements to its energy efficiency. This will be accomplished by insulating it internally across the whole building, insulating at roof level, replacing all existing doors and windows, and building the new extension to current building standards.

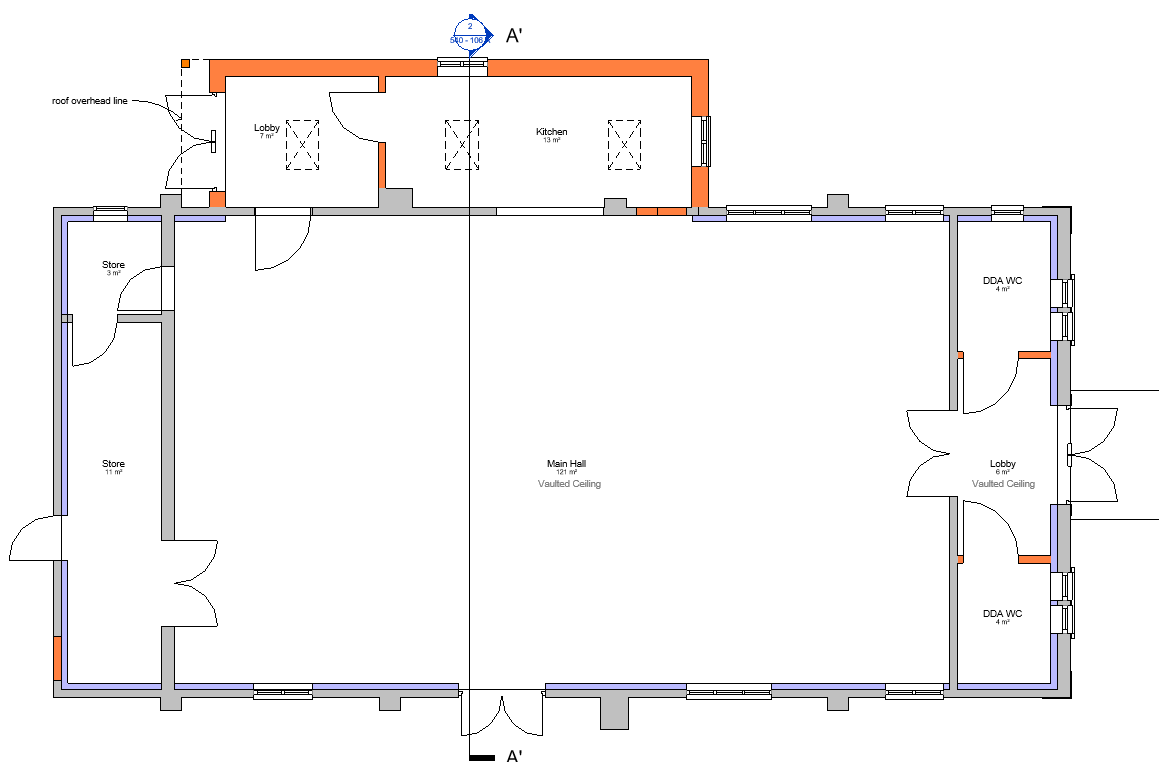


Views of main Hall interior

5. AMOUNT AND SCALE

- 5.1 The size and scale of the replacement kitchen extension has been kept to a minimum. There will be a net increase of 6m² to the Gross Internal Floor Area of the existing building footprint, which results in a complete GIFA of 170m² for the whole building.
- 5.2 As a result of adding an insulation layer, there will be an overall 145mm increase in the height of the main hall roof over existing. The PV panels will add a further 200mm height (approximately) to the profile. However, the current sloping 'lean-to' style roof of the kitchen extension will be changed to a flat roof to minimise any impact. The height of the flat roof is slightly set down from the eaves of the main hall.

6. LAYOUT



- 6.1 The existing side extension that currently houses a small kitchen has a GIFA of 12m². The replacement extension will create a new lobby of 7m² and kitchen of 13m². New double entrance doors will be introduced that allow easy and level access to the car park at the rear of the building, and the small lobby area will enable wheelchairs and pushchairs to turn, and easily enter the main hall.
- 6.2 WCs are currently located at the 'front' of the building (within the part facing the main road). These will be reconfigured and refurbished to create two new DDA compliant WCs of 4m² each, with a central 6m² entrance lobby between.
- 6.3 The storage rooms presently at the 'end' of the building will not be altered, other than to introduce a layer of wall insulation. There is an internal partition wall in the main hall; this is not structural and will be removed as it is no longer required.
- 6.4 The main hall has a suspended ceiling. This will be removed and the roof supports/rafters will be exposed, helping to restore the feeling of space within the hall.

7. APPEARANCE

- 7.1 There will be some improvements to the external appearance of the building. The new extension will be rendered in Sand Monocouche, with the existing rendered and pebbledash elevations painted the same colour to smarten the building.
- 7.2 A new standing seam zinc roof on the main hall and lean to storage room at the rear will enhance the building, with zinc gutters. There will be an array of PV panels to the south south east facing roof.
- 7.3 All of the existing windows (mostly uPVC) will be replaced with white double glazed aluminium and have a neater appearance without glazing bars. External timber doors will be replaced, and be white powder coated aluminium. All windows and doors to the new extension will match.



Current building detail, showing pebble dash elevations, moulded concrete window headers and sills, and moulded concrete quoins to front corners

- 7.4 A further window at high level (see photo above) has in the past been blocked up, and this will be reinstated, which with the removal of the ceiling will allow natural light into the lobby space. High level storage will be provided above the DDA WCs. The front windows within the WCs will be opaque glazed.

8. CAR PARKING

- 8.1 There is a car park to the rear of the Parish Hall. Parking bays are not marked out, but it is estimated that this provides parking for 10 cars. There are no proposals to change the parking provision.
- 8.2 The driveway will have 'Shared Access' road markings added to alert both drivers and pedestrians entering and leaving the car park. This safety measure includes road hatching to the area where the drive narrows, adjacent to the new extension. There will also be two timber bollards installed on each corner of the building as a further warning/safety sign.

9. LANDSCAPING

- 9.1 New cycle hoops will be installed at the front of the building on a paved area, and the front path will be altered to allow access to them. The existing access ramp to the front doors will remain in situ.
- 9.2 A new bin store will be created at the back of the building, adjacent to the car park, constructed from timber panels with a door.
- 9.3 All of the landscaping around the hall will be restored and made good at the end of the proposed build.

10. FLOOD RISK

- 10.1 The Hall is not in an area at high risk of flooding from rivers and watercourses as categorised by the Government's Flood Risk database. However, it is in a Medium risk area for Surface Water Flooding (Medium risk means that each year this area has a chance of surface water flooding of between 1% and 3.3%).

11. ACCESSIBILITY

- 11.1 The Hall is all on one level with a ramp to the main front double entrance doors allowing access for wheelchair users. This will remain unchanged. However, a new rear entrance with accessible lobby will be introduced to the rebuilt extension, providing additional level access from the car park for those using wheelchairs, mobility scooters or with pushchairs.
- 11.2 There will be 2 DDA WCs (one more than currently) off the main entrance lobby, providing accessible WC facilities near to both entrances of the building.
- 11.3 3 no Sheffield cycle hoops will be installed near the front entrance for parking bicycles.