

9138 – Class Q Design & Access Statement

Proposed Class Q Barn Conversion

Carlton House Farm

Carlton



RIBA 

Chartered Practice

General Info

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Company Biography

HSSP Architects Ltd was established in 1966 and is a professional Company which has always prided itself on its quality service and client relationship. Based in Melton Mowbray, Leicestershire we work throughout the East Midlands and UK.

Issue Record

Revision	Date	By	Checked	Admin Note	
A	23/01/25	LB	JB	SAM	first Issue
B	03/02/25	LB	JB	SAM	Planning Application

0.0 Executive Summary

This Design and Access Statement is prepared in support of a Class Q application to convert a redundant agricultural barn building into residential use.

The design statement sets out how the considerations of The Town and Country Planning (General Permitted Development) (England) Order 2015, are complied with.

1.0 Introduction

1.1 Brief and aspirations

Our client has appointed HSSP Architects in order to develop a Class Q Conversion scheme for three out of the four agricultural barns residing within their land, located on the north-western outskirts of Carlton.

- As noted above, the site is located on the outer part of Carlton with access to the land / barns via a track located off Congerstone Lane south of the site. Within the site, there are four agricultural barns comprised of different construction types: block and concrete, and steel frame.
- The site is currently used as an arable farm with the barns currently used for agricultural storage:
 1. Storing of tractor, farm machinery and materials
 2. Storing of straw bales
 3. Storing of containers (holding pesticides)
 4. Used as a workshop for agricultural machinery

The proposal is to obtain a prior notification to convert the three barns into a set of 7 dwellings with associated landscaping and demolition of the fourth barn.



Figure 1 – Photos from GRM Report (from left, Barn D and Barn A)

2.0 Site Assessment

2.1 Site location

- The application site is located outside of Carlton and approximately 2.5km north-west of Market Bosworth. The site can be characterised as a farmyard with four agricultural barns currently used for agricultural storage.
- The site occupies an approximate 0.42 hectares (0.6 hectares including the access track) with a generally flat topography and a boundary of hedges along the south and east aspects of the site. A public footpath also runs along the south of the site.
- Map of holding can be seen in the below Figure 3 – red indicates the client's ownership and blue indicates the proposed site location.
- The access to the site is located off Congerstone Lane (via a single track).



Figure 2a Site Location Aerial Photo (Google Maps, 2025)

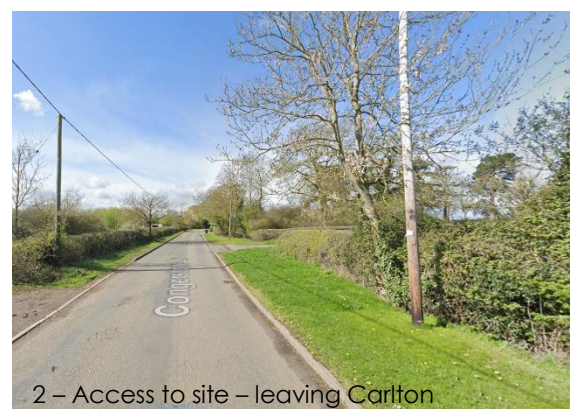


Figure 2b Street View of Access via Congerstone Lane (Google Maps, 2025)

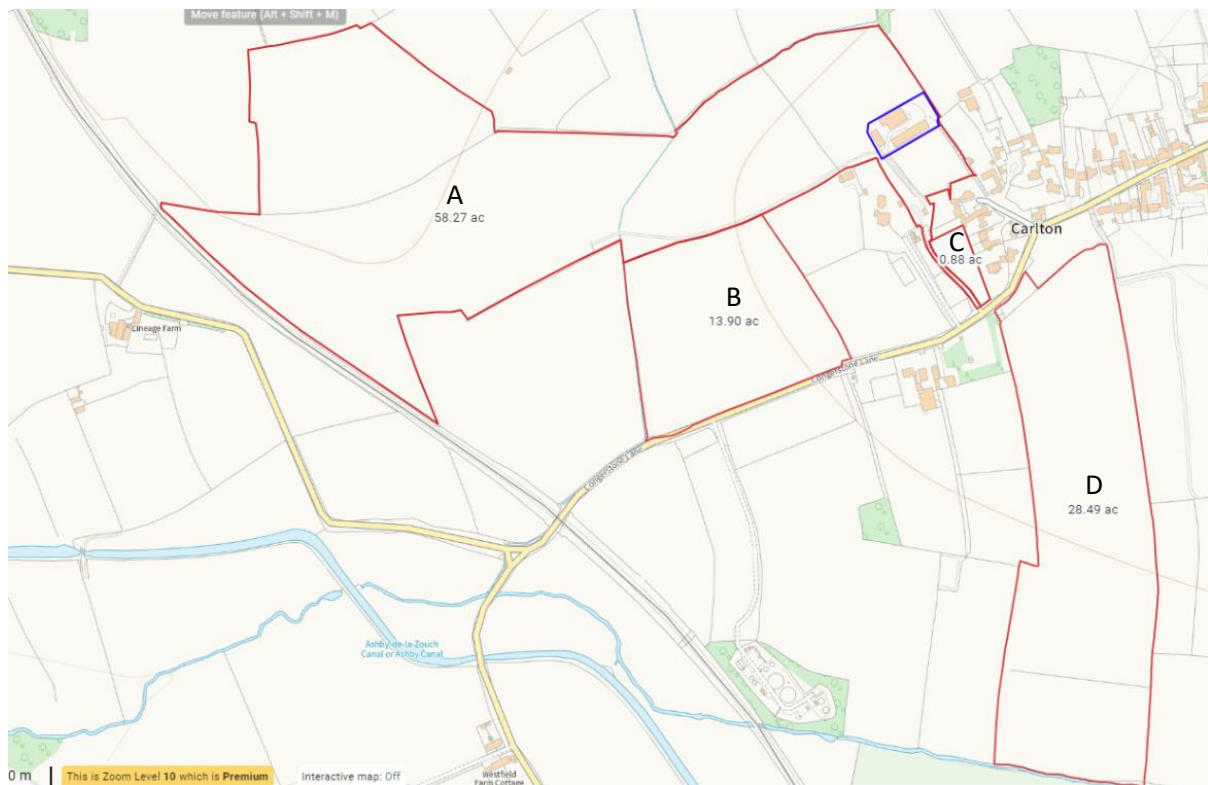


Figure 3 Site Ownership / Acreage of Land Holding – image provided by Mather Jamie

(in this instance, red line denotes ownership, blue line denotes proposed site)

Acreage of Land Holding Schedule:

A – 58.27 ac

B – 13.90 ac

C – 0.88 ac

D – 28.49 ac

Total acreage across land holding = 101.54 ac

The site location for the proposal is indicated by the blue line and is measured as approximately 0.42ac (as noted in GRM's Report).

2.2 Site Description

- As noted above, there are four barns within the site and the proposal aims to convert three of these into dwellings. The barns have been lettered A-D; the proposal utilises barns A, B and D, and proposes for barn C to be demolition.
- There is a mixture of materials and construction types between the four barns:
 1. Barn A is of block and concrete construction with cement sheeting forming the upper part of the wall / roof with a concrete slab floor.
 2. Barn B & C are steel frame structures with the same wall / roof construction as barn A.
 3. Barn D is also a steel frame structure with metal and wood sidings – this is proposed to be demolition.

- The degree of enclosure for the three barns (A, B & D) are as follows:

Barn A is a fully enclosed steel frame structure and Barns B & D have a singular open front (presumably used in order to store bales at ease).

- There is no risk of flooding: the site is defined as Flood Zone 1.
- There is concrete hardstanding within the farmyard which using Google Earth timelines indicated the hard surface was part of the site in 1999 – the farmyard and track are both comprised of gravel and topsoil surface.

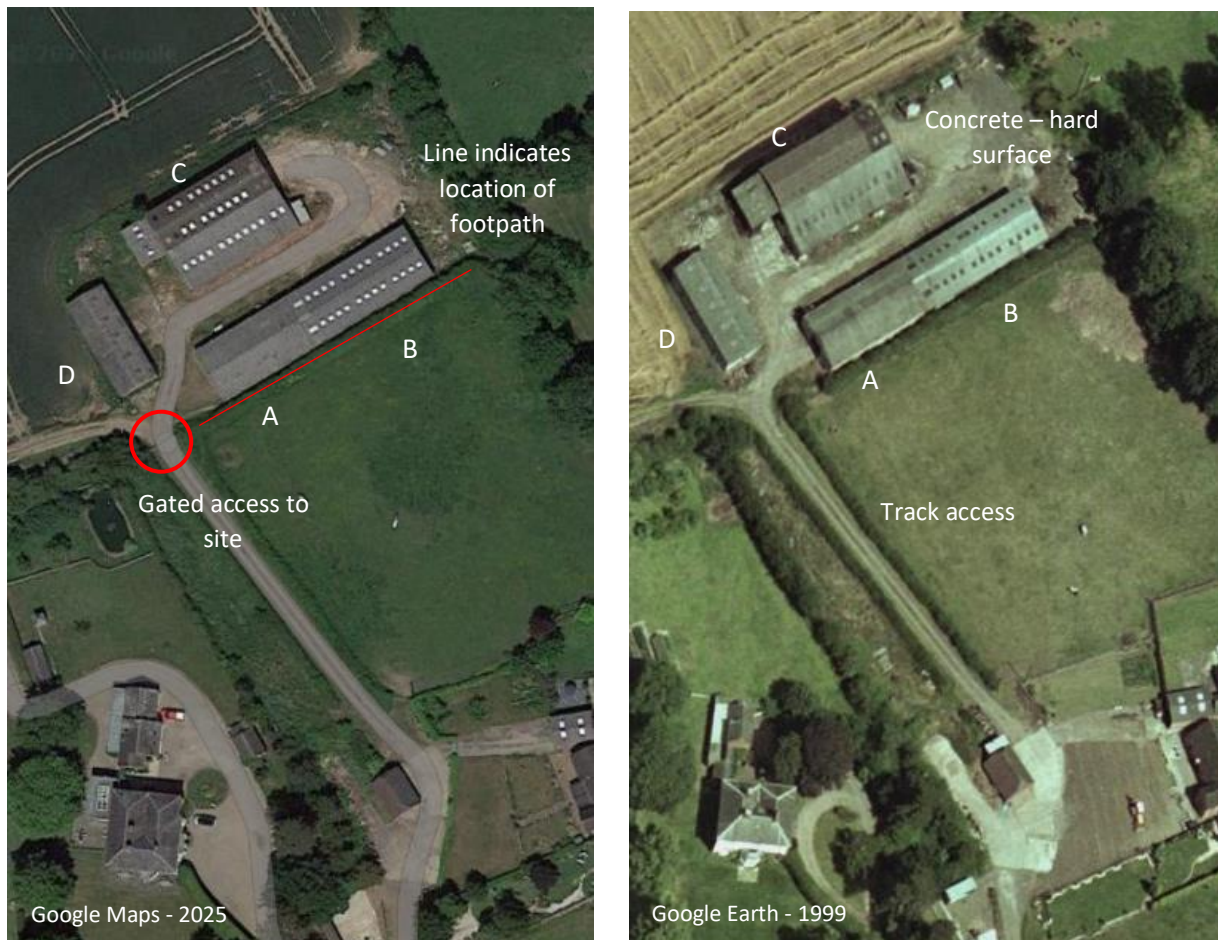


Figure 4 Aerial view comparison between 2025 and 1999 demonstrates the barns have been standing for 10+ years

2.3 Site context

- The site / barns are located on the periphery of Carlton with a selection of residential properties running parallel with the first half of the track situated off Congerstone Lane. Other than the 2-3 barns that reside in a similar building line either side of the site, the site is predominately surrounded by fields; no buildings are located north of the proposed site with some residential located on the south however, separated by a field. This level of isolation and “setting back” of the barns hides the site from the village creating a proposed opportunity that ensures minimal impact on the character of the area.
- Arable farmland surrounds the site with Carlton located on the east and two areas of woodland situated to the north and east of the site.

2.4 Site history

- The following information on the site history / agricultural holding has been provided by the client:
 1. The farmstead of approximately 60 acres was purchased by Mr Michael Pointon in 1975 from Mr Cooper. Over subsequent years, additional land was purchased to an approximate total of 101 acres.
 2. The farm was established as a traditional mixed farm with cows, sheep, dairy, cereal and root crops. It was farmed full time by Mr Pointon until his cancer diagnosis in 1985 when his son and daughter returned home to support him and work on the farm.
 3. His daughter returned to her career in 1987 while the son remained at home until 1995.
 4. Following the cancer diagnosis, Michael restructured the farm, selling dairy cows and focusing on suckler beef and more arable crops (using a contractor to undertake some of the arable work).
 5. The farm became an all-arable enterprise in 2000.
 6. The farm to date is an arable farm with the barns being used to store agricultural machinery, hay, straw and used as a workshop.



Figure 5 Images provided by Three Shires Ltd – from left: demonstrating the existing footpath located behind barns A & B and demonstrating the track access to / from the site.

3.0 Planning Policy

3.1 National Planning Policy

This is a notification for prior approval under Schedule 2 of Part 3 Class Q of the General Permitted Development Order 2015 for the change of use of an existing agricultural building to its use as a dwelling.

The regulations were introduced by the Government in 2015 and have been updated in 2024 in order to increase the supply of dwellings and help with the diversification of agriculture, as well as clarify the situations in which Class Q may be applied.

The order sets out a number of statements in Q1 where development **would not be considered to be permitted** – our responses;

a) in the case of a site that is part of an established agricultural unit, the site was not part of the established agricultural unit—

(i) on 24 July 2023, or

(ii) where the site became part of the established agricultural unit after 24 July 2023, for a period of at least 10 years before the date of development under Class Q begins,

a) The site was bought in 1975 and established as a traditional mixed farm, overtime the farm was restructured and became an all-arable farm in 2000.

(b) in the case of a site that was (but is no longer) part of an established agricultural unit—

(i) the site was part of an established agricultural unit on 24 July 2023

(ii) where the site ceased to be part of an established agricultural unit after 24 July 2023, the site has not been part of the established agricultural unit for a period of at least 10 years before the date development under Class Q begins, or

(iii) since ceasing to be part of an established agricultural unit, the site has been used for any non-agricultural purpose

b) The site is currently an arable farm and the barns within the farmyard are used for the storage of agricultural machinery, equipment and hay / straw bales (as evidenced through photos).

c) the floor space of any dwellinghouse developed under Class Q having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeds 150 square metres

c) The proposed scheme explores the conversion of 3 out of the 4 barns into 7 dwellings. All 7 of the plots follow a similar internal organisation of spaces at both the ground floor and the mezzanine level - the schedule below outlines the total internal square metres per plot:

- Plot 01: 133sqm
- Plot 02: 133sqm
- Plot 03: 148sqm
- Plot 04: 148sqm
- Plot 05: 136.4sqm
- Plot 06: 134.9sqm
- Plot 07: 136.5sqm

As noted above, all 7 plots achieve a total sqm below the 150sqm requirement as defined within the Regs – the areas calculated above include the internal areas of the ground floor and usable space within the mezzanine levels – please refer to drawings 9138-03-020, 9138-03-021 & 9138-03-022 for the plot layouts.

(d) the development under Class Q, together with any previous development under Class Q, within the original limits of an established agricultural unit (see paragraph Q.3(2) of this Part) would result in—

- (i) the cumulative number of separate dwellinghouses having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeding 10, or
- (ii) the cumulative floor space of dwellinghouses having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeding 1,000 square metres

d) Section C (previous) highlights the schedule for the total sqm per plot within the proposed scheme; the total of such = 970.80sqm.

Under the above regulations, the proposed scheme is both:

- Within the total number of plots allowed – demonstrating / proposing 7 out of a possible 10 dwelling allowance.
- Within the total sqm of the proposed dwellings – achieving a total of 970.80sqm out of a possible 1,000sqm.

(e) the site is occupied under an agricultural tenancy, unless the express consent of both the landlord and the tenant has been obtained,

e) the client owns the land, and the associated surrounding land as referenced in the Land Holding Map.

(f) less than 1 year before the date development begins—

- (i) an agricultural tenancy over the site has been terminated, and
- (ii) the termination was for the purpose of carrying out development under Class Q unless both the landlord and the tenant have agreed in writing that the site is no longer required for agricultural use,

f) N/A

(g) development under Class A(a) or Class B(a) of Part 6 of this Schedule (agricultural buildings and operations) has been carried out on the established agricultural unit during the period which is 10 years before the date development under Class Q begins

g) With the site being purchased and established as a traditional farm in 1975, the agricultural nature of the site has exceeded the 10 year period required for Class Q specification.

(h) the development would result in the external dimensions of the building extending beyond the external dimensions of the existing building at any given point, other than—

- (i) extension of the building allowed by paragraph Q.1 (i);
- (ii) protrusions of up to 0.2 metres to accommodate building operations allowed by paragraph Q.1 (j) (i)

h) The aim of the proposal is to utilise the existing footprint of the existing three barns without the need to propose any extensions; as such, the barns do not include extensions, protrusions or exceed the sqm allowance as stated above.

(i) the development under Class Q(b) would result in an extension that—

(i) has more than one storey

(ii) is sited anywhere other than to the rear of the existing building

(iii) extends beyond the rear wall of the existing building by more than 4 metres

(iv) has eaves the height of which exceed the height of the eaves of the existing building

(v) is higher than whichever is the lower of—

(aa) the highest part of the roof of the existing building, or

(bb) a height of 4 metres above the ground

(vi) extends beyond a wall that forms a side or principal elevation of the existing building, or

(vii) would be sited on land that, before the development under Class Q(b), is not covered by a hard surface that was provided on the land by virtue of any development, and—

(aa) the hard surface was not provided on the land on or before 24 July 2023, or

(bb) where the hard surface was provided on the land after 24 July 2023, the hard surface has not been situated on the land for a period of at least 10 years before the date development under Class Q(b) begins

i) In reference to the above points regarding proposed extensions, the proposal does not include any extensions as part of any of the 7 dwellings – the plots all sit within the existing footprint of 3 of the barns and have been divided to line through with the location of existing steel frames / openings remaining sensitive to the existing structure. The concrete hard surface has been established within the site and evident from aerial images via Google Earth that it was in place dating back to 1999.

(j) the development under Class Q(c) would consist of building operations other than—

(i) the installation or replacement of—

(aa) windows, doors, roofs, or exterior walls, or

(bb) water, drainage, electricity, gas or other services, to the extent reasonably necessary for the building to function as a dwellinghouse, and

(ii) partial demolition to the extent reasonably necessary to carry out building operations allowed by paragraph Q.1 (j) (i)

j) 3 out of the 4 barns located within the site have been proposed for the conversion into 7 dwellings – these are organised within the existing footprint and divided to remain sensitive to and retain the overall structure of the barns therefore, the level of demolition to the existing buildings is minimal.

The following Section 04 provides greater detail into the design of the dwellings.

k) the site is on article 2(3) land,

k) The site is not on article 2(3) land.

l) the site is, or forms part of—

- (i) a site of special scientific interest;
- (ii) a safety hazard area;
- (iii) a military explosives storage area,

l) The site does not form part of i. Special scientific interest, ii. Safety hazard area, iii. Military explosives storage area.

m) The site is, or contains, a scheduled monument

m) There is no scheduled monument within the site.

n) the building is a listed building,

n) None of the four barns are listed. There are three Grade II Listed buildings located within Carlton however, the closest is approximately 0.5 miles from the proposed site.

o) the existing building, excluding any proposed extension under Class Q(b) but including any proposed building operations under Class Q(c), would not be capable of complying with the nationally described space standard issued by the Department for Communities and Local Government on 27 March 2015(a) as read with the notes dated 19 May 2016 which apply to it

o) The proposed is designed in line with the above.

p) the building does not have suitable existing access to a public highway.

p) Access is provided via track leading to Congerstone Lane.

When considering the proposal under Q2, the Authority should start from the premise that the right grants planning permission, subject only to the prior approval requirements.

There is no test for sustainability of the proposals in relation to its location.

The building should be structurally capable of being converted – we have obtained a structural report from PRP engineers to verify this (Appendix A).

Under Q2 of the order, the Authority are required to assess the impacts of the proposal for determination as to whether the prior approval will be necessary as to the following impacts;

a) Transport and highways impacts of the development –

The site has the benefit of an existing track access from Congerstone Lane into the site, from which agricultural vehicles access the site. The proposal aims to utilise this access and thus, will have a negligible impact on the existing Highways network.

b) Noise impacts of the development –

The site is in an isolated location and should be unaffected by noise impacts of the surrounding existing environment; the site is set away from the roadside and traffic noise should have no / minimal implications on the development.

c) Contamination risks at the site –

The four barns are located within a farmyard where the contamination was determined as; ground contamination considered medium, and the gas and vapours considered to be low. The Phase 1 desktop study was commissioned from GRM which supports this assumption. (See Appendix B)

d) Flooding risks on the site –

The site sits in Flood Zone 1 and is well clear of Flood Zones 2 and 3. No further action is needed (See Appendix C).

e) Whether the location or siting of the building makes it otherwise impractical or undesirable for the change of use

The barns have been in place since at least 1999 as per evident with aerial views from of the site from Google Earth with no changes visible to date. The barns are located on the outskirts of Carlton with no / minimal buildings within close proximity to the site – there are no factors that impact its' suitability for change of use.

f) The design or external appearance of the building

The proposals make only minimal alterations to the existing fabric of the building within the requirements of the order; mainly for the introduction of insulation under Part L of the Building Regulations, windows, and doors and cladding finishes.

g) The provision of adequate natural lighting to all habitable rooms

The design proposal for the conversion of the existing barns into dwellings demonstrates the 7 plots with similar floor plan layouts and elevational language. Across all 7 plots the proposed scheme maximises the level of natural light in the open plan kitchen / dining / living area through the large sliding doors measuring 2400mm in height, producing a well-lit internal space with views and access to private gardens. At ground floor, plots 03-07 propose a small courtyard overlooked by two bedrooms and a home office – not only is this an interesting feature, but the feature glazing and glazed double doors also provide natural light / access into the bedrooms as well as aiding to light the hallway. Roof lights further add to the levels of natural light across all plots. Plot 01-02 have a slightly different floor layouts with no courtyard, therefore the bedrooms are lit via windows along the front elevation. The proposal aims to achieve maximum levels of natural light whilst remaining sensitive to the existing barn structures resulting in minimal new openings.

4.0 Proposed Design

The proposed scheme explores the opportunity to develop 3 out of the 4 agricultural barns into 7 plots of similar size and layout. In all cases, the proposed barns have been organised within the existing structures to both achieve the 150sqm allowance as provided within the regulations, as well as remain sensitive to the existing structures and retain the existing barns. The proposal also makes provisions for the addition of insulation along the inner leaf of the existing external walls in order to accommodate for the conversion and compliance into a set of dwellings.

Plots 01 and 02 reside within barn A along the western aspect of the site – the floor plans of such proposed dwellings are oriented to maximise the views of the existing surroundings environment with the open plan kitchen / dining / living providing access onto the private gardens. The central access into the dwellings presents an unobstructed view from the entrance through the hall into the kitchen and overlooking the existing countryside views. Two bedrooms with en-suites are located off the hall at ground floor with a third residing in a mezzanine level comprised of a gallery landing.

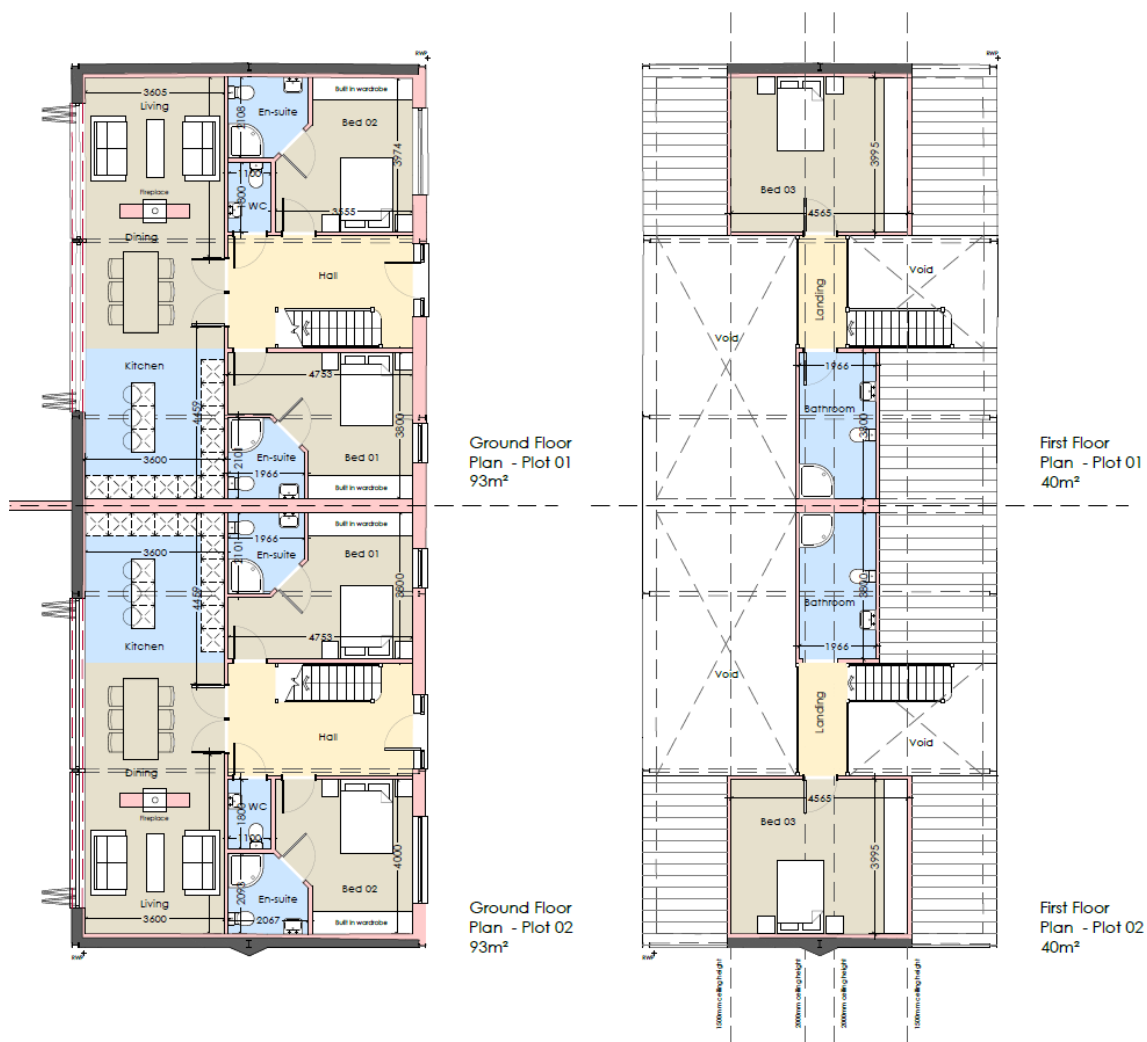


Figure 6 Plot 01-02 Proposed Floor Plans

Refer to drawing 9138-03-020

Plots 03 and 04 are located within barn B, with plots 05, 06 and 07 located in the adjoining barn C. The plots from 03-07 all share the same floor plan organisation as well as presenting a similar collection of rooms to plots 01-02 however, organised within a different orientation and with the addition of architectural features such as the courtyard and recessed entrance.

Due to the location of the three existing barns and the existing public footpath (to be retained) running along the rear of barns A and B, plots 03-07 have north-west facing gardens with paved walkways leading from the parking area to the recessed front entrances via a gated access. The layout of the plots maximises the open plan kitchen / dining / living area with views directly onto and openings running the span of the private gardens. The ground floor also presents two bedrooms with en-suites as well as a home study, all overlooking the courtyard. The courtyard feature not only acts as a means to introduce greenery / a small intimate garden, but the proposed layout also provides views from the adjoining bedrooms. Due to the sensitivity of the existing footpath and the aim to maximise privacy for the two bedrooms, the glazed accesses onto the courtyard ensure sufficient light and ventilation are provided to the bedrooms with minimal overlooking. In similar respect to plots 01-02, plots 03-07 also include a third bedroom, bathroom and gallery landing at mezzanine level.

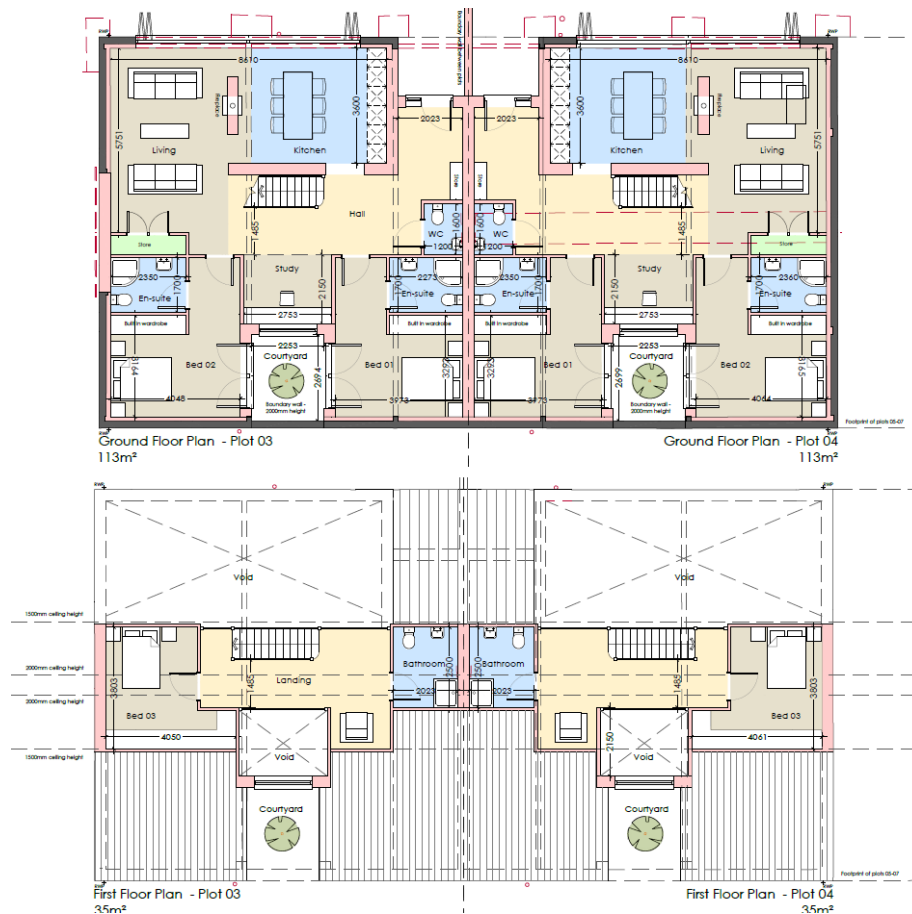


Figure 7 Plot 03-04 Proposed Floor Plans

Refer to drawing 9138-03-021

All of the proposed elevations retain both the form and structure of the existing barns with the addition of proposed openings at various sizes; the large glazing along one of the elevations maximises views onto the surrounding countryside / private gardens with a height of 2400mm and an external timber shutter to control overheating as well as act as an architectural feature reflective of a barn door.

Following information presented in PRP's Structural Report, the barns have been determined as suitable for conversion. The rear elevations of plots 03-07 also resemble a barn-like nature with the proposal for a series of courtyards (enclosed with a 2000mm wall) aiding to break the monotony of the elevation and introduce a private intimate garden to each plot. The combination of the material palette and the minimal openings across the barns celebrate the agricultural forms of the existing farmyard whilst providing 7 new dwellings to the site.



Figure 8 Plot 01-02 Proposed Elevations

Refer to drawing 9138-03-031



Figure 9 Plot 03-07 Proposed Elevations

Refer to drawing 9138-03-030

5.0 Access

Access to the site is served via the existing track located off Congerstone Lane; leading to the proposed site with a new road and proposed associated parking within the farmyard area. The parking arrangement provides ample room and designated area for each proposed plot divided by a series of soft landscaping strategies.



Figure 10 – Artist Impression Visualisation

Approach to Plots 03 & 04



Figure 11 – Artist Impression Visualisation

Approach to Plots 03 & 04



Figure 12 – Artist Impression Visualisation

Parking view looking onto Plots 01 & 02



Figure 13 – Artist Impression Visualisation

Example garden & barn elevation (Plot 03)

6.0 Conclusion

We have demonstrated how each of the assessment criteria is satisfied and that prior approval for the conversion of the barn could be granted.

7.0 Appendices

Appendix A –

PRP Civil & Structural Engineers –

Structural Report dated Jan 2025

Report Ref: 83024-01-A

Appendix B –

GRM Development Solutions Limited –

Phase 1 Desk Study dated November 2024

Report Ref: P10750