

13.11.2025

Planning & Building Control
Ashfield District Council
Urban Road
Kirkby in Ashfield
Nottingham
NG17 8DA

12 November 2025

Design and Access Statement

Proposed Annex (Home Gym, Office and Studio)

21A Church Street, Kirkby in Ashfield, Nottinghamshire, NG17 8LA

Dear Sir/Madam,

Please find enclosed an application for the erection of a proposed annex at the above address. The annex is intended to provide a home gym, office and studio to be used solely as facilities incidental to the enjoyment of the existing dwellinghouse at 21A Church Street.

Use and Need

The proposed building will not create a separate dwelling but will provide additional amenity space for the occupiers of 21A. The improved facilities will enable the residents to remain living on site without the need to relocate to a larger home elsewhere.

Site and Access

The property is located within the main urban area of Kirkby in Ashfield. No changes to existing access arrangements are proposed. Vehicular and pedestrian access would continue to be taken from the established private drive leading from Church Street, which is an adopted public highway. The proposal has no implications for highway safety or capacity.

Heritage and Character

While the site does not fall within the Kirkby Cross Conservation Area, it is in close proximity to it and lies within the setting of nearby designated heritage assets, including The Post Office House and No. 13 The Croft (both Grade II Listed). The annex is modest in scale, subservient to the main dwelling, and designed to be compatible with the character and appearance of the surrounding area. External materials can be secured by planning condition to ensure a sensitive finish that complements local distinctiveness.

Policy Compliance and Design

The proposal has been carefully designed so as not to detract from the character, quality or amenity of the locality. Given its scale, purpose, and location on the site, it will not result in any adverse effects upon neighbouring properties, the nearby conservation area, or the setting of the listed buildings.

The proposed annex fully accords with Ashfield Local Plan Review Saved Policy HG7 – Residential Extensions, which requires that extensions and outbuildings do not harm visual or residential amenity, the character of the area, or highway safety. The development would be incidental to the enjoyment of the existing dwelling and compatible with the scale and appearance of the urban setting.

In addition, the development follows the Ashfield Residential Extensions Design Guide SPD to ensure high-quality, well-designed extensions compatible with the host property and local area.

Nationally, the proposal meets the requirements of the National Planning Policy Framework (December 2024 version):

- Design principles set out in paragraphs 134–139, promoting well-designed places that integrate with their surroundings and add to the quality of the area.
- Protection of the setting of heritage assets under paragraphs 206–213, avoiding harm to the Kirkby Cross Conservation Area setting and nearby listed buildings.

Conclusion

The proposal provides enhanced amenity space for the dwelling at 21A Church Street without harming the character, heritage assets, or highway safety. It represents a modest, incidental addition compatible with local and national planning policy.

For these reasons, we respectfully request the Council's support for this application and look forward to confirmation of its acceptance.

Please contact me should you require any further information or clarification.

Yours faithfully,

George Machin

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Partner

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GRACE | MACHIN

PLANNING & PROPERTY

