

# Public Document Pack

**Date of meeting** Tuesday, 30th September, 2014  
**Time** 7.00 pm  
**Venue** Committee Room 1. Civic Offices, Merrial Street,  
Newcastle-under-Lyme, Staffs ST5 2AG  
**Contact** Geoff Durham

## Conservation Advisory Working Party

### SUPPLEMENTARY AGENDA

#### PART 1 – OPEN AGENDA

##### 5A CONSERVATION AND HERITAGE FUND

(Pages 3 - 4)

To consider any applications for financial assistance from the Conservation and Heritage Fund which may have been brought to this meeting by the officer

**Members:** Councillors Allport, Mrs Bates, Mrs Burnett (Chair), Miss Cooper (Vice-Chair) and Naylor

**PLEASE NOTE:** The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

**Members of the Council:** If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

**Meeting Quorums :-** 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

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**Application for Financial Assistance (Historic Buildings Grants) from the Conservation and Heritage Fund – Smithy House, 4 Highway Lane, Keele (Ref: 14/15004/HBG)**

**RECOMMENDATION:**

**That the Working Party indicate its views on proposals going to the Planning Committee that a grant of £297 for window replacement at 4 Highway Lane, Keele.**

**Purpose of report**

To inform the Working Party of an application for financial assistance towards the cost of the replacement of windows and give the Working Party an opportunity to express its views on that application.

An application has been received the owner of the property which is situated within Keele Conservation Area. The building is an important historic building within the Conservation Area as a former Sneyd property (1871). The application is for replacement of 4 windows. The windows are timber with a painted finish and will be replaced like for like. The total cost of this work is £2,969 including VAT.

The property was offered a small grant of £1,664 in August 2013 for repair to the roof, walls, downspouts, and cills. All of this work has been completed. This new application concerns additional work to timber windows in need of replacement.

The amount of grant available to the property is modest at 10% towards the repair costs for buildings within Conservation Areas.

The views of the Conservation Advisory Working Party will be reported to the Planning Committee.

**Financial Implications**

There is sufficient funding to meet this grant application with approximately £20,000 in the Fund (allowing for commitments).

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