

Council of the Isles of Scilly Planning Application

Ref: P/25/107/LBC

Consultation Request: Conservation Officer

Date: 11th December 2025

Ref: [P/25/107/LBC](#)

Site: Step Cottage, Jerusalem Terrace, Hugh Town, St Mary's, TR21 0HY.

Proposal: Alterations to ground and first floor layout including overlaying stair, strengthening of floor joists and new kitchen window.

You are being consulted on this application as archaeological input is required to inform the decision. Please complete the response form below and return to planning@scilly.gov.uk as soon as possible and no later than **5th January 2026** or by post to the Planning Department, Old Wesleyan Chapel, Garrison Lane, St Mary's, Isles of Scilly TR21 0JD.

I look forward to receiving your comments in due course.

Comments:

The Site

Step Cottage is Grade II listed and in the Isles of Scilly Conservation Area.

It forms one of a group of 3 houses which appear to have been built in the late 18th/early 19th century. The 3 houses have an interesting arrangement and physical relationship with one another forming a T-shaped footprint. Each cottage is thought to have a two-cell plan with a central staircase.

Duty, Policy and Guidance

The proposals must comply with the following;

Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 – special regard must be paid to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

Section 72(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 - Development must preserve or enhance the character or appearance of Conservation Areas.

Part 16 of the NPPF and the accompanying planning practice guidance –

Heritage assets are an irreplaceable resource and should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations (paragraph 202).

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Great weight should be given to the asset's conservation (the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance (paragraph 212).

Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification (paragraph 213)

Policy OE7 of the Isles of Scilly Local Plan, adopted in 2021, reinforces that any harm to the significance of a designated or non-designated heritage asset must be justified and that proposals causing harm will be weighed against the substantial public, not private, benefits of the proposal. Also, that it should be demonstrated that all reasonable efforts have been made to mitigate the extent of the harm to the significance of the asset.

We also highlight the guidance on 'Making Changes to Heritage Assets – Historic England Advice note 2' paragraph 42 '*The historic fabric will always be an important part of the asset's significance, in normal circumstances the retention of as much historic fabric as possible, together with the appropriate use of materials and methods of repair is likely to conserve heritage assets in a manner appropriate to their significance, as a fundamental part of any good alteration or conversion. It is not appropriate to sacrifice old work simply to accommodate the new*'.

Advice

The submitted scheme has responded positively to the pre-application advice provided under reference P/25/055/PREAPP. The proposed works are predominantly internal and include the re-ordering of part of the first floor, the installation of a new bathroom and kitchen, minor adjustments to two ground-floor doorways, and the overlaying of the existing staircase to provide a more serviceable flight. Repair and strengthening of the first-floor joists are also proposed.

The application is accompanied by a structural report and a Heritage Statement, both of which provide justification for the proposals. The impact on the historic fabric and plan form is considered to be minimal. The original staircase will be retained in situ, and the existing doors and architraves are proposed to be repositioned.

It is considered that the scheme would be less impactful if the existing stair handrails and newel posts could be adjusted and re-used, and if the extent of floor removal to open up the stairwell were reduced. Based on the section provided, an area of flooring could be retained beneath the first-floor window with a return to the new balustrade. This would maintain improved head height and allow natural light to reach the majority of the stair, while also providing additional usable space on the first-floor landing.

It is recommended that conditions be imposed requiring agreement of the joinery details for the proposed new kitchen window, as well as details of the new SVP, which should be a cast-metal heritage-style.

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Completed By	Time Spent	Date
Vic Robinson – Cornwall Council Senior Development Officer (Historic Environment)	2 hours	30 th Dec 2025
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