

To:

Cherwell District Council  
Bodicote House  
White Post Rd  
Bodicote  
Banbury  
OX15 4AA

**Planning department**

22.10.2023

Dear Chris Wentworth,

Thank you for your email regarding planning application for replacing windows in the annex at Rosemary Cottage. I think there might be some confusion regarding documents provided. Both existing and proposed elevations are included in the application. Drawing 1.031/E (existing) and 1.031 (proposed) However, the plan is to get as close to the original design as possible and the scale of drawing provided was such that it is hard to see the difference. Please find attached revised 1.031/E and 1.031 now to scale 1:100

Further to this I have attached a revised version of 1.031/N (Proposed new windows) I have removed the windows now included in the proposal. These may well be part of a future application, hence the number system.

As requested, I am also attaching cross sections of all windows plus photos of existing elevations/windows.

I am not sure if you read document A1.002 which describes the proposed windows. Please see below a copy of this. I have added a few comments to clarify. (See blue writing)

**Description of proposed replacement windows at Rosemary Cottage, Annex.**

Work involves window: A50, A51, A52, A53, A55, A56 and A57 ([Skylight not included at this stage](#))

The annex is a stone-built outhouse, which (To the best of my knowledge) was converted to a 'granny annex' with new windows and door in the early 1980-ties.

Over the years, the existing windows/doors have been painted with a mix of oil and acrylic based paints, resulting in moisture being trapped in the timber. All but one, are in bad repair. I propose to replace the windows with suitable equivalent timber windows.

All existing windows are flush casement windows with no (exterior) cill. All replacement windows will be bespoke manufactured to match this, with the aim to get as close to the look and use in existing windows as possible. Replacement windows will be manufactured in a suitable hardwood, with thin Pane double glazing units (Other name for Slim lite glazing units), Putty beads/Ovolo (Name of style) glazing bar. Fitted with washer butt hinges, multilock furniture and trickle vents to help ventilate the building in everyday life.

I have spoken to 3 different timber windows manufacturers. (Britania, Oxford Windows Company and Mumford) all of whom specialise in 'heritage' windows. They are all able to produce the above mentioned design, but have slightly different styles and so the design will not be an exact match to the existing windows. Obviously, the double-glazing units (however slim) will change the overall look of the building, but I believe it is an acceptable compromise in the name of energy efficiency. I am also aware similar glazing it fitted in at least two listed grade II buildings in my village. This proposal is very much inspired by them (Nether cottage and Middle cottage)

I have taken advice from SPAB regarding replacing windows in old houses. They strongly advise to add trickle vents to ensure ventilation and to avoid damp problems in the future. I know from the manufacturers, that this can be done in a very discreet way. Should you want more information of this, please let me know.

The door with glass side panels will be fitted with a new aluminium floor rail, added bottom rail/false bottom rail and up to date security lock/handle. Aluminium will replace existing steel floor rail.

Attached:

1.031\_N\_01

1.031\_N\_02

1.031\_N\_03

1.031\_N\_04

1.031\_N\_05

Photos

I do hope you will find that this is enough information to reconsider the application. Should you want further material, please do not hesitate to contact me.

Kind regards

Gurli Andreassen

Rosemary Cottage

North Aston

OX25 6HX

Bicester

Oxfordshire

