


Report to be read in conjunction with the Decision Notice.

Signed:	Officer:	EP	Date:	03/03/2026	Manager:	LH	Date:	4/3/26
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Application Ref:	2025/0063			 Ribble Valley Borough Council <small>www.ribbonvalley.gov.uk</small>
Date Inspected:	N/A	Site Notice:	N/A	
Officer:	EP			
DELEGATED ITEM FILE REPORT:				APPROVAL

Development Description:	Non material amendment to application 3/2025/0231 involving the movement of a proposed rear door and window.
Site Address/Location:	3 Church Street, Clitheroe BB7 2DD.

CONSULTATIONS:	Parish/Town Council
No comments received.	

CONSULTATIONS:	Highways/Water Authority/Other Bodies
LCC Highways:	N/A

CONSULTATIONS:	Additional Representations.
No comments received.	

RELEVANT POLICIES AND SITE PLANNING HISTORY:
<p>Ribble Valley Core Strategy:</p> <p>Key Statement DS1: Development Strategy Key Statement DS2: Sustainable Development Key Statement EN5: Heritage Assets Key Statement EC2: Development of Retail, Shops and Community Facilities Key Statement EC3: Visitor Economy</p> <p>Policy DMG1: General Considerations Policy DMG2: Strategic Considerations Policy DME2: Landscape & Townscape Protection Policy DME4: Protecting Heritage Assets Policy DMB1: Supporting Business Growth and the Local Economy Policy DMR1: Retail Development in Clitheroe</p> <p>Planning (Listed Buildings and Conservation Areas) Act National Planning Policy Framework (NPPF)</p>
<p>Relevant Planning History:</p> <p>2025/0877: Approval of details reserved by conditions 4 (Walling and roofing materials), 5 (Roof Lights), 6 (Windows and Doors) and 7 (Stone Flags) on planning permission 3/2025/0231. (approved)</p>

2025/0441: listed building consent to demolish and re-build existing single storey flat roof element and amend existing garage element to add new windows and doors. Internal alterations to include the construction of two ensuite bathrooms on the second floor. (approved)

2024/0586: Replacement timber windows to front and rear elevations and internal alterations. (approved)

2024/0585: Change of use from hot food takeaway (sui generis) to two ground-floor commercial units (Use Class E) and a HMO on the first, second and third floors (Use Class C4). Installation of new shop front in converted garage to rear opening into the council car park. Building works to rear to include partial demolition and infill extensions, conversion of garage to rear and roof alteration, insertion of rooflights and new door to main building. Replacement timber windows to front. (refused).

ASSESSMENT OF PROPOSED DEVELOPMENT:

Site Description and Surrounding Area:

The application relates to a mid-terrace property within the defined settlement limits of Clitheroe. The property fronts Church Street in the town centre and is currently a mixed use residential and commercial property. The application property itself is Grade II Listed, as is the adjoining No.1 Church Street. The property is also within the Clitheroe Conservation area.

Nature of Non-Material Amendment:

Consent is sought for a Non material amendment to application 3/2025/0231 involving the movement of a window and installation of an access door.

The purpose of the application is to seek the Council's opinion as to whether the changes to the previously approved development are sufficiently material in their nature and in the context of the approved development so as not to require a new planning permission. Non-material amendment applications are not an application for planning permission. They do not result in the issuing of a new planning permission and relate only to the amendments sought.

The amendment sought relates to the alteration of the approved single storey extension and not to the fabric of the listed building itself. It is proposed that the approved window opening in the side elevation of the extension will be relocated to sit further north to accommodate the addition of a side access door within the single-storey extension. It is not considered that these alterations significantly alter the visual appearance of the building or would be of harm to the character of the listed building. As such, the proposed change is non-material in nature and considered acceptable.

Observations/Consideration of Matters Raised/Conclusion:

In view of the above, the proposal is considered to be a non-material amendment to the original planning permission for the purposes of Section 96A of the Town and Country Planning Act 1990 (as amended).

RECOMMENDATION:

That the non-material amendment be approved.