

HISTORIC BUILDINGS GRANTS

EAST HAMPSHIRE DISTRICT COUNCIL

The Planning (Listed Buildings and Conservation Areas) Act 1990

GUIDANCE NOTES FOR APPLICANTS

Grants are available from East Hampshire District Council for the repair and maintenance of listed buildings, ancient monuments and other buildings or features of historic interest.

Priority is given to buildings identified in the Buildings at Risk Register, listed ecclesiastical buildings, listed buildings owned or operated by charities, listed features of non-economic value and other historic listed buildings.

Grants are made towards the cost of using traditional and appropriate materials that match the original design, with traditional repair techniques. Grants are not available for new build or approved alterations.

WHAT SORT OF WORK QUALIFIES FOR A GRANT?

Grants are usually available for works such as:

- Repair or renewal of a roof (including thatching with traditional materials: long straw or combed wheat)
- Substantial masonry repairs
- Joinery repairs (windows, doors, decorative bargeboards, etc)
- Timber frame repairs

Grants are **not** normally available for:

- Repairs where the work is put in hand before an inspection of the property, or where it has already been completed
- Occupants of rented properties where the landlord is solely responsible for the costs of repair
- Commercial premises
- Buildings where there is a current breach of Planning Regulations
- General maintenance procedures such as painting and decorating, unless it forms part of other works of repair which are eligible for grant funding

HOW IS THE APPLICATION ASSESSED?

Specialist advice should be sought from an architect, surveyor or contractor with a thorough knowledge of traditional repair techniques to historic buildings.

Applications are considered at the discretion of East Hampshire District Council and are subject to the availability of funds. Only one application per property can be considered in a single year.

HOW MUCH GRANT IS AVAILABLE?

Grants can be offered up to the amounts shown below. Higher value grants will only be made in exceptional circumstances. Where VAT is known to be recoverable by the applicant, the grant will be based on the figure excluding VAT.

Group A: Buildings at Risk and listed tombs or monuments

The District Council gives priority to buildings on its Buildings at Risk Register, ie buildings that are in a very poor condition and which require action to save them:

- Buildings at Risk: up to 50% of the total cost of works - maximum of £2,500
- Tombs or monuments: up to 70% of the total cost of works - maximum £2000

Group B: Listed Ecclesiastical buildings, Scheduled Ancient Monuments, buildings owned by charities and architectural features or buildings of non-economic value

Eligible buildings may include historic garden/boundary walls, garden or farm buildings which remain in traditional farm use:

- up to 40% of the total cost of works - maximum £1,000

Group C: Other historic buildings

Grants may be awarded for listed buildings which do not fall into Groups A and B, provided that the applicant has been in ownership for a minimum of three years:

- 10% of the total cost of the works - maximum £1000

However, as these grants are limited and discretionary, they will be strictly rationed. In order to allocate funds to best affect it may be necessary to postpone a decision to allow direct comparison between a number of competing schemes to ensure resources are directed to the most deserving cases. Likewise the maximum grant available may be reduced, each case will be judged on its merits. Applicants should contact the Conservation Officer when consideration of a Group C grant is required.

HOW DO I APPLY FOR AN HISTORIC BUILDINGS GRANT?

Completed grant application forms should be returned to the Heritage Team, together with:

- A specification of the works proposed and any relevant plans.
- An estimate of costs. Normally at least two estimates based on a common specification will be required.
- A location plan.
- Recent photographs showing the building as a whole, and where the works are to be carried out

Each stage of the work should be itemised, with details of how the work is to be undertaken and the materials to be used. Samples of materials may be requested.

On receipt of the application, a Conservation Officer will contact the applicant to arrange a suitable time to visit the property, assess the proposed work and check that it is appropriate. **It is important that work does not commence before the Conservation Officer makes this assessment.** In the case of Listed Buildings and Scheduled Ancient Monuments, some types of work will require consent – clarification should be sought from the Conservation Officer before any works are carried out.

WHEN CAN I EXPECT APPROVAL?

If the Conservation Officer is satisfied that the grant application meets the set criteria, final approval is then sought from Councillors at the relevant Area Community Forum – depending on the time of year this could take four to eight weeks. If works are urgent and need to start within this time, agreement should be sought from the Conservation Officer so as not to jeopardise the application. If grant aid is approved, an offer letter will be sent stipulating any conditions that must be met. Once written acceptance of the grant offer has been received and any conditions met work may commence. The Conservation Officer needs to be notified of the date when work is due to begin. The offer of a grant will be made on the basis that the work will be completed satisfactorily within a year of the date of the offer.

PAYMENT OF THE GRANT

The Conservation Officer may wish to inspect the works as they progress and will make a final inspection of the completed work before the grant is paid. Grants can be withheld if the works are not to the satisfaction of the Conservation Officer or if there have been any infringements of planning regulations concerning the property. Copies of bills and invoices to show full payment for the works need to be submitted, before the grant cheque can be issued. In the event of the property being sold, exchanged or leased for 21 years or more, within three years of the grant aid being paid, the Council will consider reclaiming all or part of the grant.

FURTHER INFORMATION

Should you require more information or advice relating to Historic Buildings Grants please contact the Conservation Team, Heritage Department, East Hampshire District Council, Penns Place, Petersfield, Hampshire, GU31 4EX, tel: 01730 234214.