



Laura Hayward Architects

PROPOSED REFURBISHMENT AND EXTENSION OF THE VILLAGE HALL

Stathern 'War Memorial Institute' Village Hall
Stathern, Melton Mowbray LE14 4HW

Design, Access & Heritage Statement

August 2025

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01 Existing Location Plan of the site

Red line denotes indicative site boundary

Introduction and Methodology

This Design, Access and Heritage statement is written in support of the full planning application for the proposed refurbishment and extension of Stathern 'War Memorial Institute' Village Hall, Stathern, Melton Mowbray, and is submitted on behalf of Stathern War Memorial Institute, Charity number 519063.

This statement seeks to describe the design intent of the proposals and the access requirements necessary in the context of the relevant local and national planning policies.

The following sources of information have been used to identify the relevant planning policies for the site:

- a) National Planning Policy Framework
- b) Melton Local Plan
- c) Stathern Neighbourhood Plan



Site & Project Context

The site is situated in the village of Stathern, located circa 9 miles north of Melton Mowbray. The Village Hall itself is located on Main Street, a road which links Penn Lane and Mill Hill and is the primary access route through the village. Stathern is mainly residential, containing properties of varying appearance (predominantly 2 storeys in near proximity to the site).

However, the site is also bordered to the west by Stathern Garage and the Coffee Shot Cafe, and the local village public house, The Plough Inn, lies opposite to the south. The property is located within the Stathern Conservation Area.

The property has been extended on a number of occasions over time with some low quality, architecturally inconsistent additions that now function poorly and do not meet modern building standards.

The current building is now over 100 years old and is very costly to run in terms of heating, lighting and ongoing repairs and maintenance. Consequently, income from hirers only just covers all the building operating costs,

The building continues to require a lot of regular and interventional maintenance, with some major projects required, both to modernise and to help future-proof it:

- The floor and joists are rotting due to structural damp issues in the walls
- The ongoing problems with the heating are exacerbated by the poor building insulation and it is very expensive to run. Cost-effective modern heating/cooling/ventilation for both user and neighbour comfort
- Inadequate kitchen which needs updating to comply to current hygiene standards
- Insufficient and unsuitable storage space. The current store is wooden and rotting, and bad damp issues are damaging the equipment being stored



02 Aerial view of the site

- Remedial work was undertaken following the recent Electrical Installation Condition Report, but the age and condition of the electrical installation means that repairs and improvements are needed including the upgrading and amalgamation of the distribution and fuse boards
- The accessible toilet has damp problems and poor heating, and doesn't meet current building regulations for size, and the baby change facilities within are not ideal
- With the entrance porch leading directly to in to the hall, there are potential safeguarding concerns – an area of separation i.e. and intermediate lobby area is required. Similarly, the toilets doors open directly onto the hall, which is not ideal: a new lobby would eradicate this issue, too
- Internal reorganisation of rooms and small extensions are needed to provide improved practical and more flexible spaces for users and hirers



A complete replacement Village Hall had been considered and an application submitted, however, following Trustees' review of the planning application objections and further community consultation, it was later withdrawn.

The Trustees' revised proposal has been developed in further consultation with the hirers, users, neighbours and villagers and is to refurbish and extend the existing building with a larger, considered design that will maximise the enjoyment and usability of the Village Hall for the community, whilst honouring the War Memorial history of the Institute.

It will retain the heritage frontage with its commemorative WWI and WWII memorial tablets, the memorial garden, and the original hall building with the Roll of Honour Board located prominently inside. The retention of the façade and existing hall and roof structure will secure the WMI's distinctive contribution to the vibrant street-scene.

The increasingly essential refurbishment and maintenance works needed for the ageing structure have been duly recognised with a Building Survey and it is proposed that, alongside the compromises, a number of improvements are made in tandem with those works to help future-proof the WMI.

The proposed works include:

- replacement and extension of the rooms along the Stathern Garage boundary
- a small extension at the rear of the porch to provide an improved accessible toilet and baby change facilities
- a small extension to the hall to accommodate a lobby separating the hall from the toilets and the porch entrance
- reorganisation of the internal spaces for practicality
- improved insulation throughout
- modern heating cooling and ventilation systems throughout
- updated electrical installation
- green energy solutions including solar panels.

All will bring reduced running costs for the charity and enhance the user experience, with the potential for a small income stream from the hire of the office, when not used as a changing area or cloakroom. The new proposed works could also be undertaken in phases and thus limit the amount of time that the popular and well-used Village Hall would be out of action for the community.

The Trustees' intention is to refurbish and extend the Institute whilst preserving its historical significance and improving its usability. Designing it in a manner that is sensitive to the existing aesthetic of the WMI and blending its heritage with future-proofing and practicality as proposed, will also respect the Conservation Area and reduce the impact of the proposals on the immediate neighbours and surrounding properties.



Site Photos



Village Hall - Existing southern boundary



Village Hall - Front façade



Village Hall- Existing southern boundary



Main Street - Stathern Garage Coffee Shot Cafe



Main Street - Village Hall looking west



Main Street - Approaching Village Hall from the west

03 Existing Site Photographs



Heritage Statement and Conservation

Stathern War Memorial Institute was built to serve as a memorial to the villagers who fell in the First World War. Among them was Major John Crosby Warren, a Cambridge graduate who had won the Military Cross in 1915 and was killed in action in March 1918. The family lived in the village and were well known locally. Such was their grief at John's death that it was decided that the Memorial Hall should be built. His father, who shared the same name as his son, laid the foundation stone for the Institute on the 6th of December 1919 in memory of his son. Money for the building was raised through voluntary donations, in addition to an endowment from Mr J C Warren. The site was donated by the Duke of Rutland, who opened the Institute on Thursday 20 May 1920. The building was designed by Thomas Clamp, a local architect, and built by local builders Mr R W Rowbotham and Mr G Jackson. The Institute was intended for use as a reading and recreation room, as well as housing the village library, and was run in partnership with the YMCA Red Triangle Club.

Built in red brick and half-timber in faux Tudor style, two granite tablets are set within recessed chamfered surrounds with blue brick sills in the front facade wall. They depict the names of local fallen soldiers from the First and Second World Wars. When the second plaque was added in 1947 in commemoration of those who died in the Second World War, the 'WAR MEMORIAL INSTITUTE' plaque was moved up to the apex and the original YMCA Red Triangle Club symbol was removed. The tablets are flanked by a pair of windows with gauged brick heads within semi-circular hood moulds, with decorative brick infill. Whilst the WMI has not been awarded Listed Building status - 'it falls short of the architectural standard required to list a building of this type and period in the national context' - it does hold significant local interest and value, with poignant memories cherished by the families and friends of those involved in its construction and operation over the years.

The magnificent oak Roll of Honor board inside the Institute bears over a hundred names written in gold lettering, and was dedicated in 1923. It is one of the few in the country that records all of those who served and their service regiments, both men and women, not just those who died. Those who fell are honoured with a cross next to their names. The board was extended following the Second World War, as can be seen in the photographs of the Institute set up ready for the British Legion Xmas meal and the Stathern Olympic Football club photograph, taken when they won the 1953/53 Melton Amateur Football League trophy. In 2014, the memorial tablet from the former Methodist Chapel in Chapel Lane, now rebuilt as a private house, was placed in the front garden of the Institute and a new memorial garden created.

Over the decades the building has evolved: a newspaper article from May 1956 states that the building undertook a huge refurbishment aided by the local community and as part of the ongoing preservation of the building they were looking to raise further funds for an extension to the hall. This is believed to be the current extension to the western side of the building, but has inherent structural and maintenance issues. In 1966, Stathern Women's Institute donated a clock to be affixed to the front elevation. This electric clock was which was removed many years ago, was more recently 'found', refurbished with a quartz movement and now hangs inside the hall. The building was further extended to the north and the windows were replaced with uPVC after 2010. Around 12 years ago, funds were raised to extend the hall length and improve the toilet facilities. More recently, works to combat rotting floor joists and floor replacement and essential electrical repair works have been undertaken to try and maintain the lifespan of the building. Unfortunately, it is now clear that, in order for the hall to survive, it has to move again with the times to meet modern day standards and improve its layout to better support both income generation and green economy opportunities whilst reducing running costs.

The war memorial tablets provide a poignant sense of the rich social history of the Institute, which in itself is a very worthy memorial to those from our village who fought for their country. The WMI has also been at the heart of the Stathern community for over 100 years: harvest festivals, summer fairs, Christmas markets, Quiz Nights and other community events, along with regular activity classes and lunch clubs, all highlight the significance of the hall's social context in the village.

This refurbishment and extension proposal will ensure that the WMI's historical, communal, commemorative and social value will be enriched and enhanced whilst enabling the provision of the activities so valued by the village and its inhabitants, old and new, for many more years to come.



STATHERN INSTITUTE IS NOW "LIKE NEW"

THE Institute is now more in keeping with a memorial to those of the village who gave their lives in the last two wars," said Mrs. Joan Dover, wife of the headmaster of Botesford School, when opening a layer in the renovated and redecorated Sthern Village War Memorial Hall on Saturday.

It was last October when a public meeting was called to consider the condition of the hall, which had fallen into a bad state of disrepair.

A committee was elected, and since their voluntary work has been going on to transform the hall into its present 'new' condition.

Long and arduous have been the hours of work that have gone into the transformation. The surface of the walls have been scraped, repainting, removing two obsolete grates and replacing them with new, enclosed, slow combustion stoves have been accomplished.

The lighting has been greatly improved by the introduction of fluorescent tubes and extra power and light points to make a complete and efficient scheme. Windows which were cracked and broken have been replaced, and with a new colour scheme of grey and mauve and hanging flower brackets and wall vases the decorating is complete.

DETERMINATION

But the committee, which it is elected annually, do not intend to rest on their laurels but to go on with further extensive improvements.

With the co-operation of the people and the organisations in the village they are planning, among other things, an extension at the east end for a stage; a new floor; the removal of the present cloak-rooms to enlarge the room itself and the addition of new cloak-rooms on the north side.

The feast, which raised approximately £60 for Institute funds, was followed in the evening by one of the most successful dances ever held in the village.

ATTENDANTS

Stallholders were: Fortunate seller, Miss Buxton; "Over the Vale", Mr. Hall of Bosc; miniature railway, Mr. G. Swadlow; Women's Club, Mrs. E. Roberts and Mrs. H. Booth; Church, Mrs. V. Hall and Mrs. Floss; W.L., Mrs. Hayward and Miss Red. Competitions were run by the British Legion, Sthern Football Club, the Skittles Club and the Darts Club.

Free rides were organised by Master Geoffrey Mackley, Master Terry Palmer and Miss Ann Green.

Refreshments were served by Madams J. Thorne, P. Scarborough, E. Rogers, G. Green, H. Floss, P. Palmer, K. Heathcote and Miss M. Green.

EATON

Died on eve of golden wedding

ONLY two months before the end of her husband's life, Mrs. Martha Ellingworth of Eaton has died, aged 71 years, in Nottingham General Hospital. She came to live in the village from Uppingham 27 years ago.

Canon Woodward officiated at the Uppingham funeral, when the chief mourners were: The widow, Mrs. K. Skinner, Mr. W. Ellingworth, Mrs. W. Brooks, Mr. Douglas Ellingworth, Mr. Dick Ellingworth (son and daughter); Mrs. James and Mrs. Palmer (nephew); Mr. K. Skinner, Mrs. P. Norman, and Mr. C. Skinner (nephew); Mr. W. Brooks, Mrs. P. Ellingworth, Mr. C. Skinner and Mrs. E. Ellingworth (daughters-in-law and sons-in-law); Mrs. Seddon, Mr. W. Ellingworth and Mr. and Mrs. J. Ellingworth (nephews-in-law and sister-in-law). A memorial service was held at Uppingham Church on Sunday.

BARKBY

VARIED SUBJECTS.—At the W.I. meeting presided over by Mrs. Watson, Mr. Lockton gave a demonstration on basket making, and also a talk on posters, illustrating his remarks with the aid of lantern slides. The winners of a competition "The best arrangement of spring flowers in a vase" were Mrs. Stedden, Mrs. Warren, and Mrs. Broughton. The absence were Miss Jones, Mrs. Evans, and Mrs. Green.

GOADBY MARWOOD

ANNIVERSARY.—Sunday School anniversary services were held at the Methodist Church during the week-end. The preacher was the Rev. G. H. Turner, of Long Clawson, and the scholars were trained by Miss Hayfield, assisted by Mrs. F. Bear. Recitations, solos and duets were rendered by Joan and Mary Knapp, Susan and Vivienne Bear, Dorothy and Albert Brown, Brian Fawkes, Pat and Joyce Bickley, Estery Nassarwan and Emma Bailey. The services concluded on Tuesday when Mr. J. J. Watson, of Golepworth presided, the Rev. P. Wesley Clifford gave the address, Sunday school papers were given recitations and songs, and Miss Hayfield was organist.

STATHERN

A HOUSE TO HOUSE collection.



Stathern

STATHERN War Memorial Hall committee held a harvest supper in the hall on Saturday evening, attended by 75 people. They enjoyed an excellent meal and were entertained by Mr and Mrs Bill Hanbury with Kevin playing the piano.

Raffle winners: Mr G. Cooke, Mrs B. Ripley, Mrs M. Cooke, Mr J. Barlow (Langar) and Mr C. Molyneux (Radcliffe-on-Trent). Helpers were Mr and Mrs A. Salt, Mr and Mrs B. Jopling, Mr D. Hicks, Mr D. Hall, Mrs E. Peuple, Mrs H. Davies, Mrs P. Tinsley.

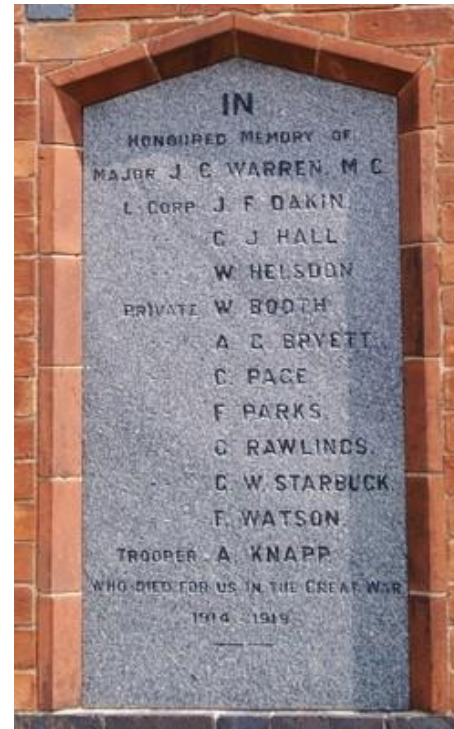


STATHERN

STATHERN WAR MEMORIAL

COMMITTEE desire to make it known that it is their intention to place a **TABLET** in memory of those who paid the supreme sacrifice during the war, in front of the Institute. Any Person in the above Parish objecting to the scheme, will they please state the reason of their objection to me, in writing, not later than Sept. 30th, 1947.

(Signed) F. GREEN.
Hon. Secretary.



Listed Buildings



04 Location Pointers indicate listed buildings within the proximity of the site

Red line denotes indicative site boundary

Red dashed line indicates extent of previous submission

Orange dashed line indicates extent of existing building

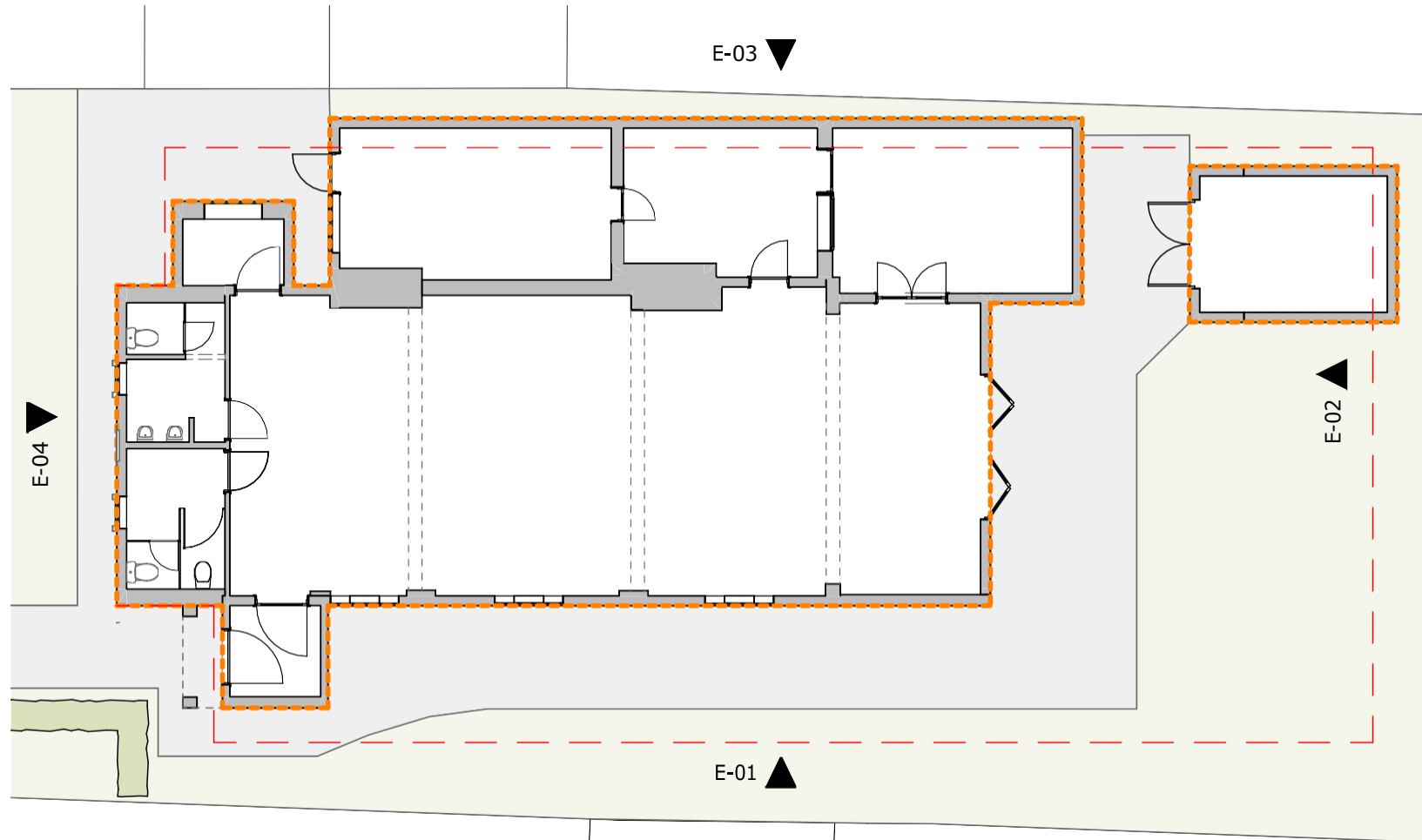
Conservation Area



05 Conservation Area Map

Red line and fill indicate extent of conservation area
White line denotes indicative site boundary

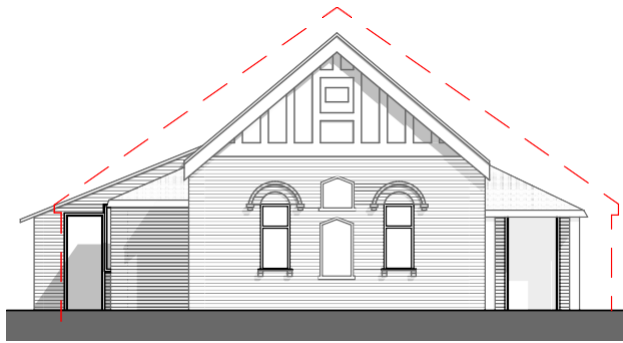
Existing Floor Plans



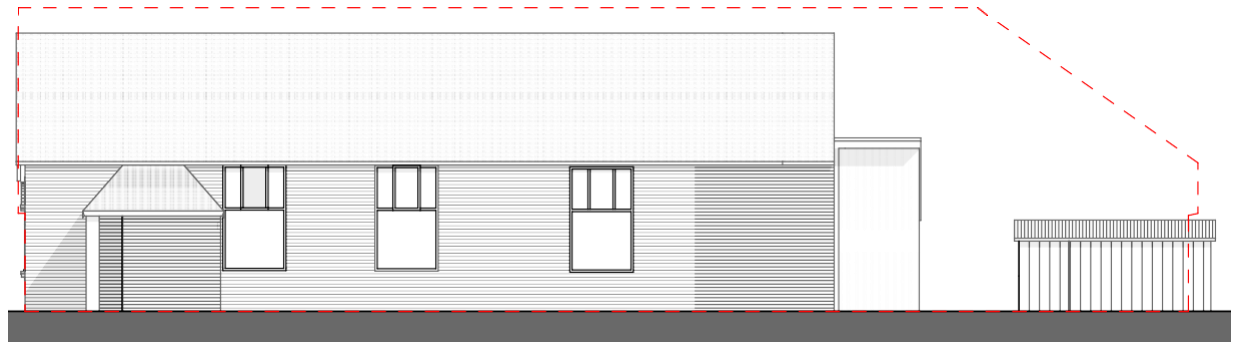
06 Existing Ground Floor

Red dashed line indicates extent of previous submission
Orange dashed line indicates extent of existing building
Plan Not to Scale

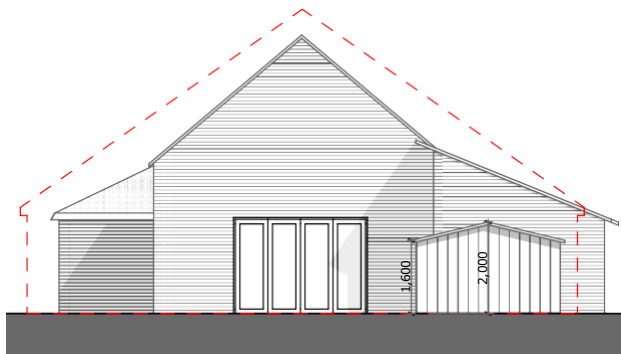
Existing Elevations



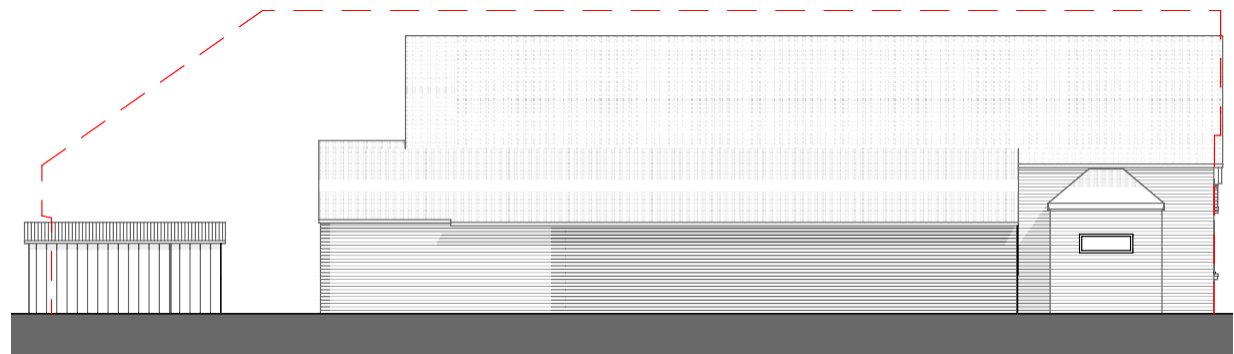
Front Elevation



Side Elevation One



Rear Elevation

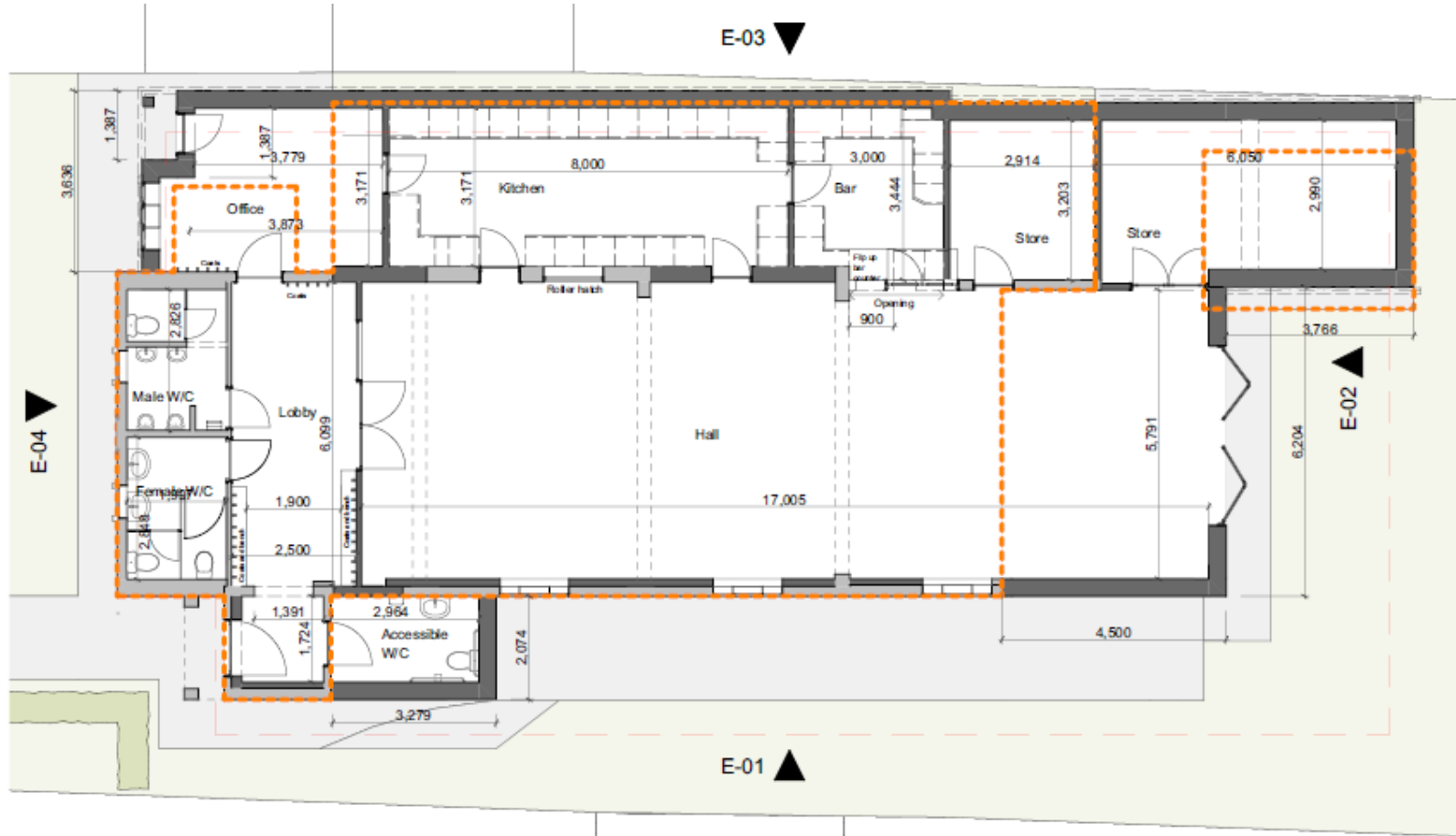


Side Elevation Two

07 Existing Elevations

Red dashed line indicates extent of previous submission
Orange dashed line indicates extent of existing building
Plan Not to Scale

Proposed Floor Plan



08 Proposed Ground Floor Plan

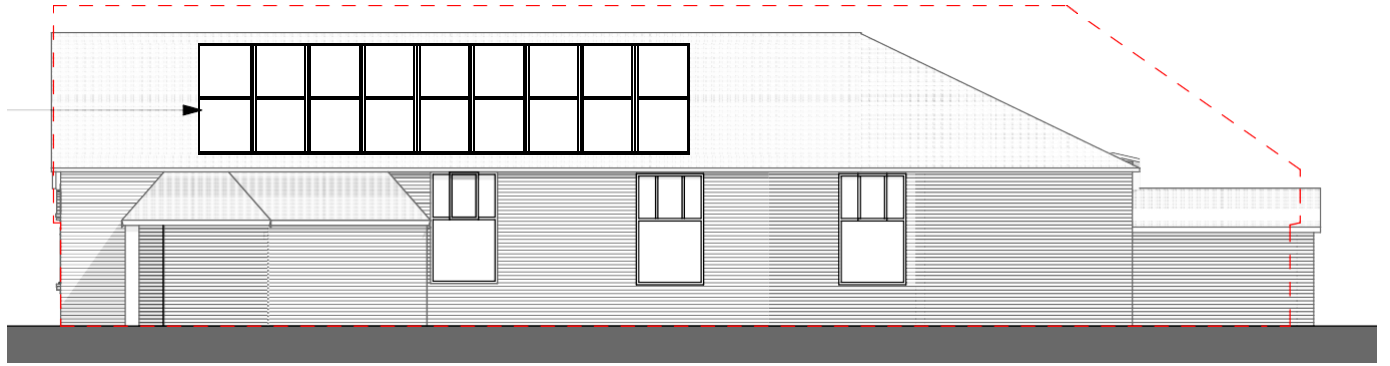
Orange dashed line denotes footprint of existing village hall
 Red dashed line indicates extent of previous submission
 Proposed structure shaded in Grey
 Not to Scale

Refurbishment/Extension = 70 sqm of New Build GF Accommodation
 177 sqm of Refurbished accommodation. Total 247sqm

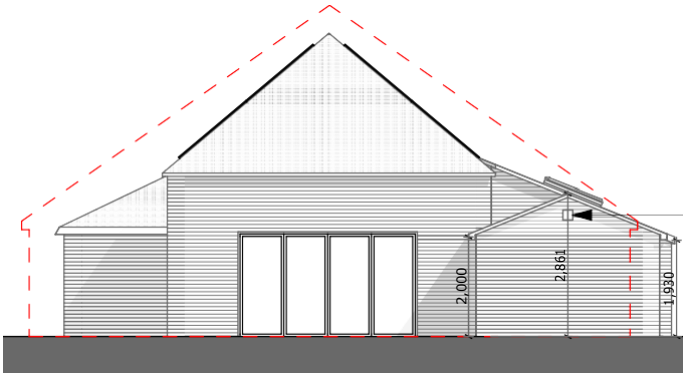
Proposed Elevations



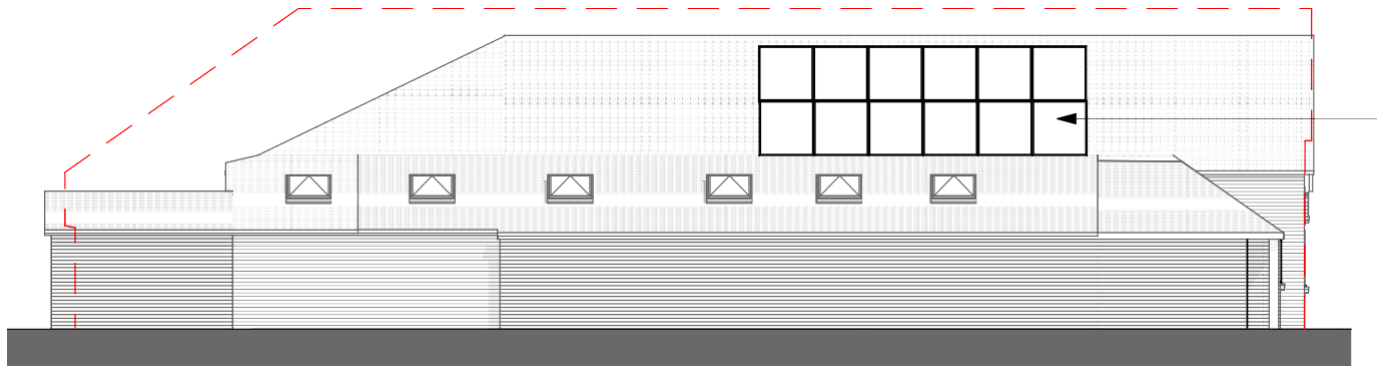
Front Elevation



Side Elevation One



Rear Elevation



Side Elevation Two

09 Proposed Elevations

Red dashed line indicates extent of previous submission
Not to Scale



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Stathern 'War Memorial Institute' Village Hall

National and Local Policy Context

In order to fully review the policy context relating to the proposals it is important to consider the content of the following documents:

- a) National Planning Policy Framework
- b) Melton Local Plan
- c) Stathern Neighbourhood Plan

Planning policies and decisions should ensure that developments:

d) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;

e) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;

a) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities).



Design Justification

A rigorous design process involved a number of consultations with local villagers, users, and hirers of the Hall.

Of those that responded, both written and verbally, this process established several key findings including:

- the front façade should be maintained
- the prominent positioning of the war memorial tablets embedded within the existing front facade is of key importance
- the existing layout does not meet the needs of the hirers
- the fabric of the building and its systems are in need of modernisation

Given the significance of the building as a community asset, these findings carried considerable weight in the design process. The positioning of the building within the Stathern Village Conservation Area also further added weight to the view that the existing character of the building should be retained.

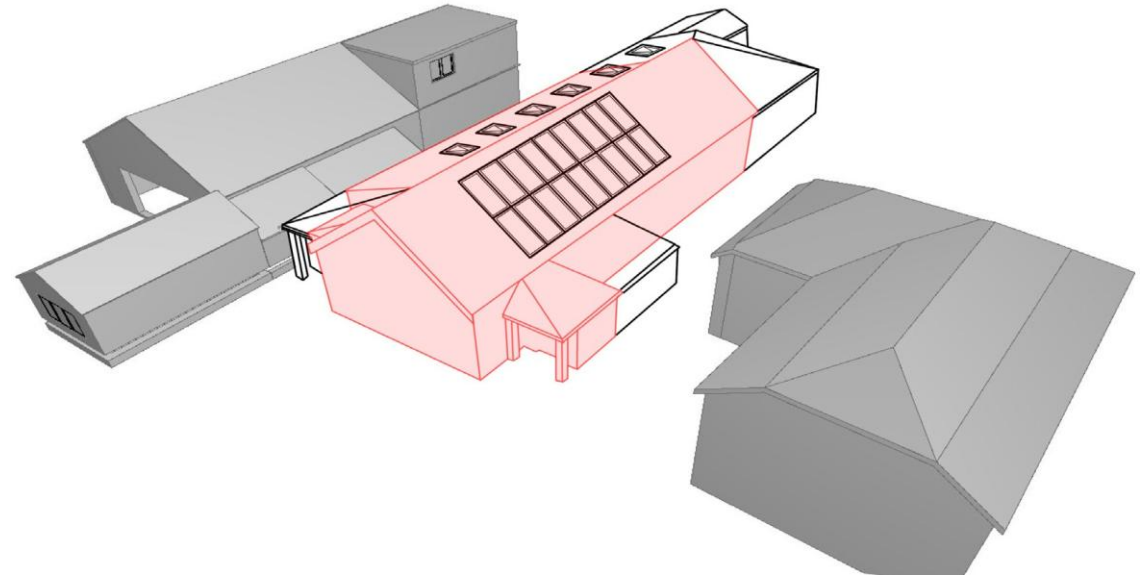
Given that the local requirements for the WMI have evolved significantly over recent years, it was clear that some increase in floor area would be required. This directly correlates with growth in the village population, which has been notable over the last decade, and pressure on local services will be greater exasperated by the recent development of circa 74 new dwellings at the land west of Main Street.

Proposals: Data

Ground Floor existing gross internal area: 177 m²
Ground Floor proposed gross internal area: 248 m²

The proposed percentage increase in floor area at ground floor level is 40% (71 sqm), based on these gross internal areas at ground floor level.

This 40% (71sqm) increase includes: a new **18sqm** Lobby area between the hall and toilets; a small extension to the length of the Hall of **12sqm**; an increase in the Kitchen size by **8sqm**; **10sqm** as part of a new Office space at the front; a **6sqm** improved Accessible Toilet/Baby Change Room behind the Porch; and a narrow extension along the garage side, which encompasses the temporary wooden and metal storage sheds.



10 This Submission - Proposed Massing Overlays - front view

Red hatch denotes mass of existing village hall
Thick black outline denotes mass of the proposed village hall extensions



Design Justification

A review of the context of the Village Hall and the proposed massing increase allows us to identify any potential impacts on neighbouring properties (see adjacent plan). As the site plan demonstrates, the relationship between the neighbouring buildings and the proposed Village Hall is similar to the existing situation.

The proposed building line of the new Office entrance at the front is behind that of Stathern Garage.

To reduce the impact on the neighbouring 2 storey dwelling, there is now no proposal to widen the building. Beyond the small porch/accessible toilet extension at the front (developed in consultation with the neighbour) the separation distance has been maintained along the length of the building. Whilst the proposed building line has been extended beyond that of the neighbouring property, the impact of the roof is minimised because the ridge drops down immediately in the form of a hipped roof. This compromise means that there is little to no harm caused regarding the volume of light entering the property: an improvement to the previous scheme where the ridge also extended..

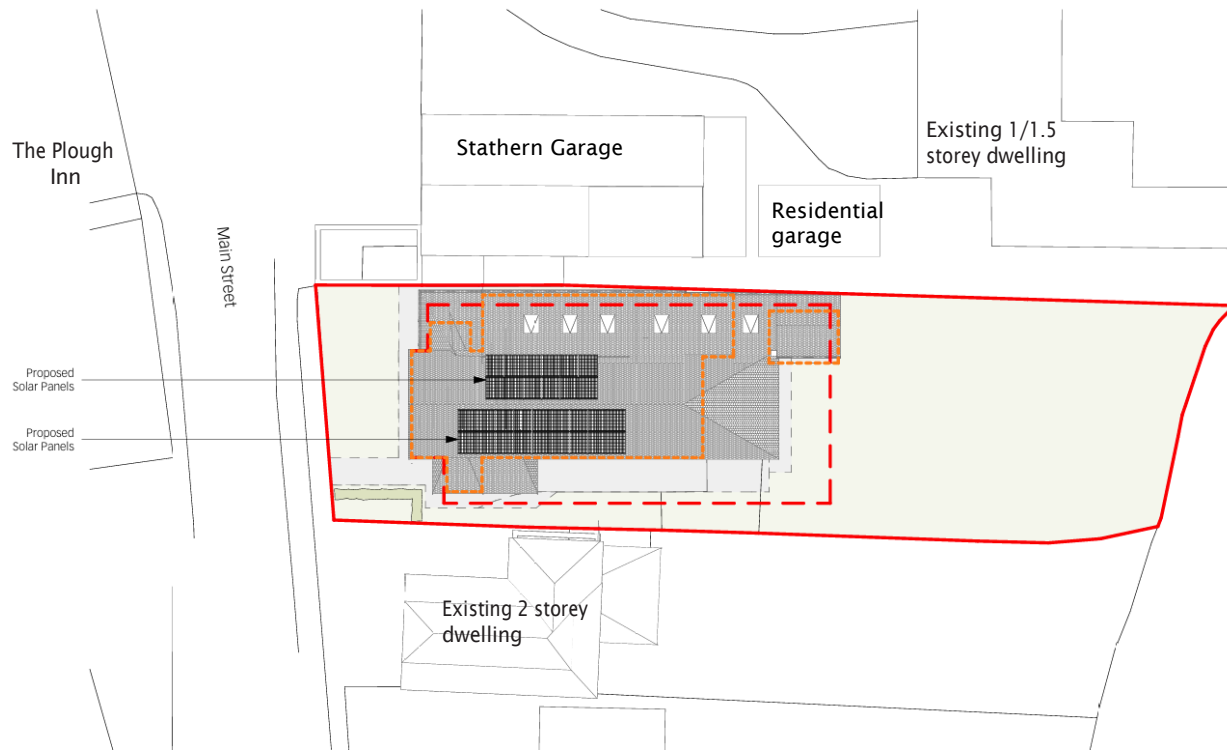
The majority of the additional space in the proposed village hall has been gained by extending to the rear of the site over the existing patio and hardstanding areas, so the generous open garden space is still maintained for occasional events.

Whilst this brings the rear of the building closer to the residential property to the rear of Stathern Garage, the store extension proposal on that side was developed in consultation with the owners as an aid to their privacy. The separation distance from the rear of the hall remains in excess of 9m, and as this property is a bungalow, impact on any existing windows will be low. The maintained area of separation between the two properties will mean that the impact of this will be nominal.

The increased in footprint results from the creation of a new lobby area to separate the hall/toilets, improving safeguarding concerns. It also enables the reorganisation of the layout to provide improved practical and flexible spaces for users and hirers.

The existing Village Hall does not benefit from any parking provision, and due to spatial restrictions alongside the requirements for a new hall, this situation remains unchanged under these proposals. However, the site is located in a sustainable location for the use of local villagers who remain the primary users of the facility. The Trustees conducted a survey and 80% of the people who use the village hall are from the village. There will be a provision for a cycle area to encourage sustainable travel.

The elevational strategy for the building prioritises maintaining the style of the existing village hall. The proposal meets current building standards and aims to achieve an environmentally friendly building with the addition of solar panels, whilst modern heating, cooling and ventilation systems should help to reduce the noise impact of Village Hall activities on the neighbouring properties.



11 Proposed Site Plan

Orange dashed line denotes footprint of existing village hall
Red dashed line indicates extent of previous submission
Red line denotes site boundary

Conclusion

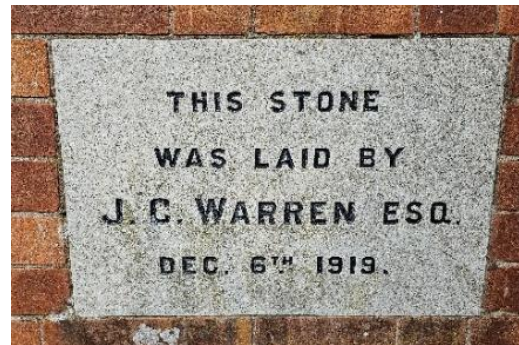
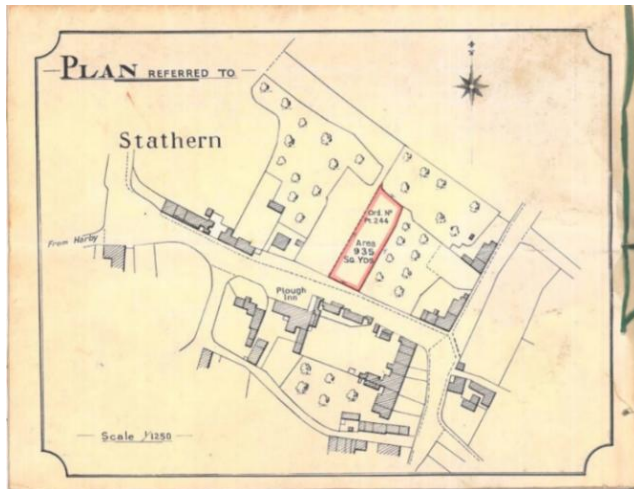
In summary, it is our professional opinion that the attached proposals present a low impact change to the surrounding properties whilst offering significant benefits to the wider community, and meeting the growing demands of the recently expanded village.

The history and architectural character of the existing property is respected and will be carefully conserved in order to prolong the life and usability of this valuable community asset.

The proposal meets current building standards and aims to achieve an environmentally friendly building with the addition of solar panels.

A careful process of community consultation has been undertaken to provide opportunity for the entire local community to offer their ideas and share any concerns in relation to the project, and on the whole a significant level of support has been voiced for the enclosed design option.

The proposal is seen as a low-impact change that benefits the community while respecting the Institute's historical character. It aims to meet modern building standards, reduce running costs and improve its usability for future generations.



12 Existing Village Hall memorial tablets, foundation stone and the 1937 conveyance plan



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Stathern 'War Memorial Institute' Village Hall