

M Scott / Architectural Design

Design and Heritage Statement

For

Single-storey rear extension

At

Glebe Cottage, Church Lane, Weston SG4 7DJ



M Scott Architectural Design Ltd

Bancroft House, 34 Bancroft, Hitchin, Herts SG5 1LA

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Company Registration number - 14893661

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1. Introduction

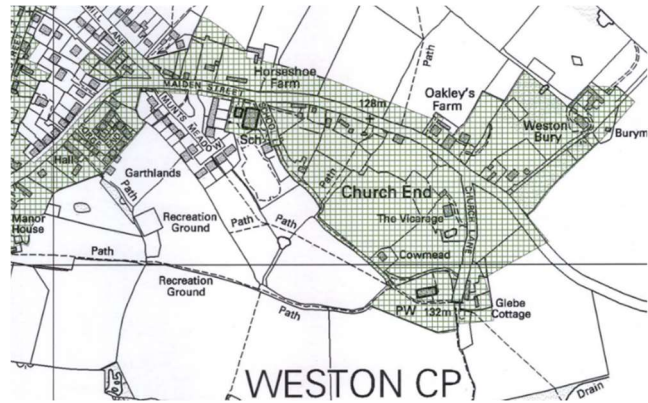
- 1.1. This Design and Heritage Statement supports a revised application for a modest single-storey rear extension to Glebe Cottage, a Grade II listed dwelling located in the village of Weston, within the Weston Conservation Area.
- 1.2. A previous application (Refs: 25/00088/FPH & 25/00089/LBC) was refused on 28/03/2025 due to concerns regarding cumulative impact, excessive bulk, and lack of subservience in relation to the host building. This revised proposal has been significantly reduced in scale, redesigned to respond to officer feedback, and refocused in terms of purpose and necessity.
- 1.3. The revised extension provides modest ancillary storage for the rear small ground-floor bedroom approved under the 2021 consent (Refs: 21/01263/FPH & 21/01264/LBC), improving the long-term usability of the property without increasing its residential capacity.

2. Site and Heritage Context

- 2.1. Glebe Cottage is a 17th-century or earlier timber-framed cottage with roughcast render, a thatched roof, and casement windows. It is listed Grade II, and forms part of a group of listed buildings at the historic heart of the village, close to the Grade I Church of the Holy Trinity. It is located at the southeastern edge of the Weston Conservation Area and is not widely visible from public viewpoints.



Google Maps Satellite Image



North Herts Council Weston Conservation Area Map

- 2.2. Key heritage attributes contributing to the building's special interest include:
 - Its vernacular construction and materials (timber frame, thatch)
 - Its domestic scale and proportions
 - Its contribution to the Weston Conservation Area
 - Its associative and communal value within the village context
- 2.3. The property was first listed on 21 October 1982 (Reference 1295323). The listing describes the property as:

"House. C17 or earlier. Timber frame on low stuccoed sill, roughcast with very steep pitched thatched roof and decorative ridge. A 2-storey, 3 windows wide house with long front garden facing W. Small single-storey N extension with slate roof and 2-light casement window. Dark weatherboarded N gable to main house and small gabled thatched porch to entrance beside large N gable internal chimney of narrow red brick. Old 2-lights leaded casement over porch at LH end of front. 3- and 2- lights flush casement windows. Plank door in porch. Interior has exposed frame and ceiling beams."
- 2.4. The cottage has undergone a carefully considered extension, which was approved in 2021 following extensive officer input.

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3. Planning History

3.1. In 2021 and 2022, the following applications were approved:

- 21/01263/FPH & 21/01264/LBC: Single-storey rear and side extensions, including two ground-floor bedrooms.
- 22/02346/FPH & 22/02347/LBC: Replacement of front porch.

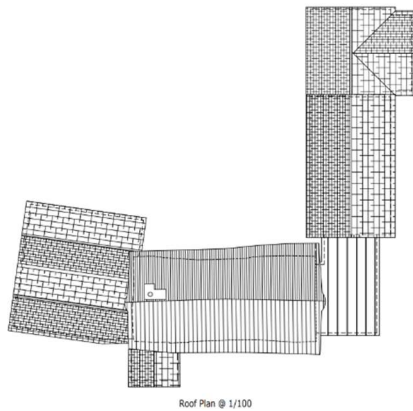
3.2. Other previously approved applications are:

- 21/01155/TCA: Application of tree works
- 21/01026/FPH: Replacement Double Garage
- 98/01467/1LB: Roof strengthening and replacement timbers
- 98/00920/1LB: Replacement ground floor leaded light window
- 98/00696/1LB: Demolition and rebuilding of existing chimney
- 98/01112/1LB: Replacement windows to front, side and rear elevations, weatherboard cladding and thatch roof to single storey side extension.
- 79/01344/1: Erection of single storey rear extension and front entrance porch.

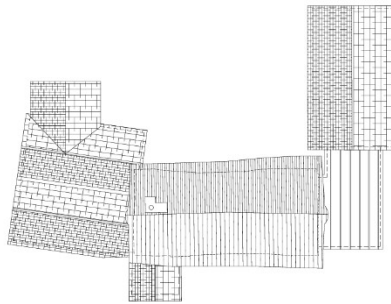
3.3. A subsequent application (Refs: 25/00088/FPH & 25/00089/LBC) proposed a further extension to create a fifth bedroom and study. This was refused due to:

- Cumulative impact of extensions at both ends of the cottage
- Bulk and length being disproportionate and harmful to the special character of the listed building
- Dominant form not appearing subservient
- Lack of convincing justification for the additional accommodation
- No public benefits to outweigh identified harm
- Existing use already being the optimum viable use

The degree of harm was considered moderate to high within the less than substantial category. The revised proposal has been comprehensively reduced and redesigned in direct response to the issues raised.



Refused application (21/01263/FPH & 21/01264/LBC)



Revised design

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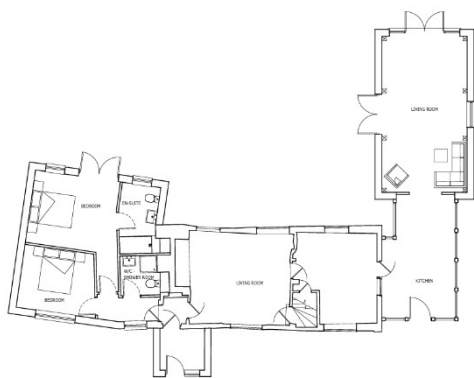
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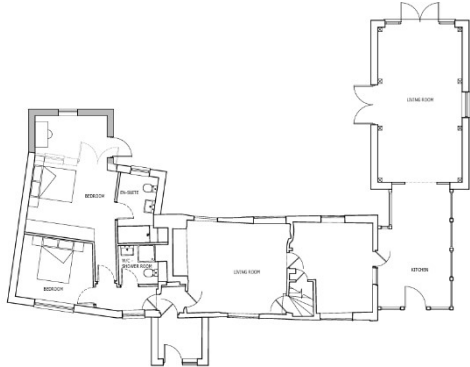
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4. Design Approach for Revised Scheme

4.1. The proposed extension is single-storey, small in scale, positioned discretely to the rear of the existing cottage and designed to read clearly as a subordinate structure. The extension provides modest ancillary storage for the rear small ground-floor bedroom.



Existing Gound Floor Plan



Proposed Gound Floor Plan

4.2. Unlike the previous scheme, the current proposal does not introduce additional bedrooms or habitable space. Instead, it supports the existing layout approved in 2021 by providing:

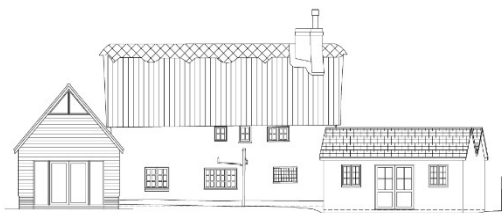
- Essential storage space for the ground-floor bedrooms, which are limited in size and have no built-in storage.
- Improved internal layout to enhance long-term usability, particularly for family living, without increasing occupancy.

4.3. The revised extension avoids altering or removing historic fabric and maintains clear visual hierarchy with the original thatched cottage remaining dominant. It has no visual impact from public viewpoints or the key heritage setting near the church.

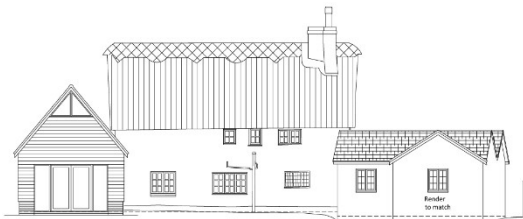
4.4. It uses high-quality materials that match the existing. The material schedule is as follows:

Element	Material	Description/Specification
External Walls	Render	3 coat lime render system to match existing
Windows & Doors	Oak	Oak flush casements with no trickle vents to match existing
Roof	Slate	Natural slate or handmade tiles to match the existing

4.5. The revised extension is a modest appendage, clearly secondary in scale, mass, and form. The cumulative footprint of all extensions remains limited, and the proposal respects the threshold of change reached by earlier consents.



Existing Rear Elevation



Proposed Rear Elevation

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5. Assessment Against Heritage Policy

- 5.1. Planning (Listed Buildings and Conservation Areas) Act 1990
 - Section 66(1): The proposal preserves the special interest of the listed building.
 - Section 72(1): The proposal preserves the character and appearance of the Conservation Area.
- 5.2. National Planning Policy Framework (Dec 2024)
 - Para 135(c): Design is sympathetic to local character and history
 - Para 207: Significance of the heritage asset has been described and considered
 - Para 210: Makes a positive contribution to local distinctiveness
 - Para 212: Great weight given to conservation of the heritage asset
 - Para 213: Justified through demonstrable household need and minimal harm
 - Para 215: Any negligible harm is outweighed by benefit of continued optimal use
- 5.3. This proposal accords with Policy HE1 in the following ways:
 - Sustains and enhances heritage significance: The extension preserves the listed building's historic fabric and character, while modestly improving its functionality to support long-term residential use.
 - Demonstrates understanding of significance and context: The design directly responds to the building's setting, previous heritage concerns, and the wider Weston Conservation Area. It is located discreetly to the rear and avoids visual or structural harm.
 - Delivers high-quality, contextually appropriate design: The proposal is small in scale, visually subordinate, and uses materials that match the existing cottage. It reflects a conservation-led approach that respects local character.

6. Compliance with Conditions and Heritage Stewardship

- 6.1. The applicant acknowledges that certain conditions attached to previous consents remain outstanding. It is the applicant's intention to address these matters separately, and appropriate Applications for Approval of Details (AOD) will be submitted concurrently with this revised proposal.

7. Conclusion

- 7.1. This revised proposal represents a measured, conservation-led approach that respects the scale, character, and significance of Glebe Cottage.
- 7.2. The proposed extension is small, discreet, and clearly subservient to the main cottage. It has been designed to provide essential storage space for the existing ground-floor bedroom. It does not create new accommodation and thereby enhances the building's functionality without intensifying its use.
- 7.3. The scheme has been carefully developed to avoid any harm to the building's historic fabric or its setting, and directly addresses concerns raised in the previous refusal. As a result, the proposal is fully consistent with both national and local heritage policy, including the NPPF and Policy HE1 of the North Hertfordshire Local Plan.
- 7.4. The applicant respectfully submits that this scheme should now be considered acceptable in heritage terms and requests the support of the Council in granting Listed Building Consent and Planning Permission.

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