

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01535/LBC	Block original front entrance, insulate and clad with boarding. Relocate front entrance door by removing window, replace existing rear door, replace existing single-glazed windows with double-glazed timber windows. Repaint exterior cladding to match nos.1 and 5. Internal alterations (as amended by drawing no. PP/CL/P04B and revised Design and Heritage Statement received on 21.08.2025).	3 Church Lane Barkway Royston Hertfordshire SG8 8EJ

Submitted Plan Nos

Location Plan C-CSV79/4403 PP/CL/P01 PP/CL/P02 PP/CL/P03 PP/CL/P04B PP/CL/P06

1.1. **National Planning Policy Framework (2024)**

Section 16 – Conserving and enhancing the historic environment

1.2. **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP13 - Historic environment

Development Management Policies

Policy HE1 - Designated heritage assets

2.0 **Relevant Site History**

Concurrent Householder application – 25/01534/FPH – Block original front entrance, insulate and clad with boarding. Relocate front entrance door by removing window, replace existing rear door, replace existing single-glazed windows with double-glazed timber windows. Repaint exterior cladding to match nos.1 and 5. Internal alterations (as amended by drawing no. PP/CL/P04B and revised Design and Heritage Statement received on 21.08.2025). Decision Pending.

3.0 **Representations**

Press, Site Notice and Neighbour– One objection has been received from no.1 Church Lane which raises the following concerns:

- Replacement windows should be York sash to match the windows to the front elevation of nos.1 and 5 Church Lane.
- Concern over the use of 'cladding' when nos.1 and 5 Church Lane have 'ship-lap' weather boarding rather than 'cladding' and that the weatherboarding runs into both properties which could impact them.
- No drawing of the proposed front door is included in the application.

Barkway Parish Council – Refer application for consideration by NHC Conservation Officer to ensure any works and materials will maintain the existing appearance and character of the cottage and in keeping with the conservation area.

NHC Conservation Officer – Advised of some changes which have been incorporated in the amended plans making the proposal acceptable.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 3 Church Lane (Forge Cottage) is a grade II listed building which occupies a central position between neighbouring listed buildings no.1 Church Lane (also known as Forge Cottage) attached to the east and no.5 Church Lane (Rosemary Cottage) attached to the west. The terrace is located on the south side of Church Lane close to the junction with the High Street where there are additional listed buildings attached to rear of no.1 Church Lane and fronting the High Street. The site is within the Barkway Conservation Area and within the settlement boundary for the purpose of the local plan where development is generally accepted subject to policy requirements.

4.2 **Proposal**

- 4.2.1 Block original front entrance, insulate and clad with boarding. Relocate front entrance door by removing window, replace existing rear door, replace existing single-glazed windows with double-glazed timber windows. Repaint exterior cladding to match nos. 1 and 5. Internal alterations (as amended by drawing no. PP/CL/P04B and revised Design and Heritage Statement received on 21.08.2025).
- 4.2.2 The description of development has been amended from the original submission and the drawings amended to reflect changes to the development as requested by the Conservation Officer with the agreement of the agent.

4.3 **Key Issues**

- 4.3.1 **The key issues for consideration is the impact that the proposed development would have on the special character, setting and significance of the listed building, and whether the proposal would preserve or enhance the character and appearance of the Barkway Conservation Area.**

Design and Appearance

- 4.3.2 The development would involve relocating an existing doorway in place of a single window to the front elevation of the property and the boarding up of the existing doorway. Whilst visually the alteration would result in a noticeable change to the appearance of the property and terrace, the alterations are not considered harmful to the building's special character. The blocking up of the existing doorway would result in the addition of external cladding, this would need to match that of the existing front elevation external cladding to nos. 1 and 3 Church Lane in terms of materials and colour. The replacement front door would need to match that of the existing door at no.1 Church Lane. To the rear elevation, the development involves the replacement of an existing door, this door is not considered to be an original with a 'like for like' replacement.
- 4.3.3 The development also includes replacement of existing windows. The Conservation Officer has confirmed in his comments that the windows to the property are not original. Following the alterations to incorporate the relocation of an existing doorway to the front elevation, three windows would remain. The larger, triple-light horizontal sliding sash window would be replaced with a triple-light set of flush casements. Given the existing

window is post-1971, providing the joinery detailing is to a good standard, there would be no reason to prevent such a replacement. The details provided for the replacement of other windows throughout the property is also considered appropriate.

4.3.4 Re-painting of the external cladding to all elevations is classed as a repair and would not require permission

4.3.5 Various internal changes are proposed which are considered acceptable.

4.3.6 I am of the view that the scale and design of the proposed works is considered to be acceptable and would not result in harm to the property, the wider terrace or the Barkway Conservation Area.

4.4 **Conclusion**

4.4.1 It is considered that the proposal would not occasion harm to the grade II listed building or to the character or appearance of the Barkway Conservation Area. I, therefore, raise **NO OBJECTION** on the basis that the proposal will satisfy the provisions of Sections 16(2) & 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and as supported by the aims of Section 16 of the NPPF and Policy HE1 of the Local Plan 2011-2031.

4.5 **Alternative Options**

4.5.1 N/A

4.6 **Pre-Commencement Conditions**

4.6.1 N/A

5.0 **Recommendation**

5.1 That listed building consent be **GRANTED** subject to the following conditions:

1. The work to which this consent relates shall be begun by not later than the expiration of the period of 3 years from the date of this notice.

Reason: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The painting of the external cladding shall match the colour of the cladding at nos.1 and 5 Church Lane unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the

Local Plan (2011-2031).

3. Apart from height, the new oak front entrance door shall match the joinery details of the existing door and that of the entrance door at no.1 and shall be painted black as noted on approved drawing no. PP/CL/P05 unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan (2011-2031).

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 5 September 2025	