

Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	
Suffix	
Property Name	Irongate Barn
Address Line 1	Halls Green
Address Line 2	
Address Line 3	Hertfordshire
Town/city	Weston
Postcode	SG4 7DR

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
527442	228728
Description	

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Michael

Surname

Collins

Company Name

Michael Collins Architects

Address

Address line 1

Second Floor, 99 Bancroft

Address line 2

Address line 3

Town/City

Hitchin

County

Country

Postcode

SG5 1NQ

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

- ☒ Yes
- ☐ No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

- ☒ Yes
- ☐ No
- ☐ Not applicable

Please add details of all persons notified

Name of person notified:
***** REDACTED *****

House name:
Irongate Barn

Number:

Suffix:

Address line 1:
Halls Green

Address Line 2:

Town/City:
Hitchin

Postcode:
SG47DR

Date notice served:
01/07/2026

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

Change of use of existing barn from storage and distribution (Use Class B8) to use as a community events and learning centre for agriculture, cookery and related rural-based activities (Use Class F1). Single storey extension to barn following demolition of existing lean-to. Installation of solar panels to roof of converted barn and plant to the roof of the proposed extension including six cycle spaces.

Reference number

25/01141/FP

Date of decision

11/12/2025

What was the original application type?

Full planning permission

For the purpose of calculating fees, which of the following best describes the original development type?

- ☐ **Householder development:** Development to an existing dwelling-house or development within its curtilage
- ☒ **Other:** Anything not covered by the above category

Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

We are seeking a non-material amendment to add a canopy and brise soleil to the south elevation of the existing concrete barn, together with additional glazing to the north elevation. The proposed amendments also include the relocation of the approved rooflights and an increase in their number from two to four.

Please state why you wish to make this amendment

The proposed canopy and brise soleil are intended to provide solar shading, reducing overheating and excessive solar gain to improve the building's environmental performance and occupant comfort. The additional glazing to the north elevation will enhance natural daylight and facilitate cross-ventilation within the building while maintaining the approved design and appearance. The relocation of the rooflights, together with the increase in their number from two to four, will further improve natural daylight and support natural ventilation, complementing the building's mechanical ventilation strategy. Collectively, these amendments are minor in nature and do not materially alter the scale, character, or overall appearance of the approved development.

Are you intending to substitute amended plans or drawings?

- ☒ Yes
- ☐ No

If yes, please complete the following details

Old plan/drawing numbers

PLANNING REFERENCE 25/01141/FP: 255-022; 255-022-downtakings; 255-023; 255-023-downtakings; 255-024; 255-024-downtakings; 255-025; 255-025-downtakings; 255-030; 255-030-downtakings; 255-032

PLANNING REFERENCE 25/01935/FP: 255-035; 255-035-downtakings

New plan/drawing numbers

255 NMA-000 Planning reference; 255 NMA-001 Proposed GF 1-100; 255 NMA-002 Proposed FF 1-100; 255 NMA-003 Proposed Roof 1-100; 255 NMA-004 North Elevations 1-100; 255 NMA-005 South Elevations 1-100; 255 NMA-006 Section 1-100

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Non-Material Amendment as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Michael Collins

Date

06/07/2026