

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas 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

14 Flat 1

Address Line 1

Hitchin Street

Address Line 2

Address Line 3

Hertfordshire

Town/city

Baldock

Postcode

SG7 6AE

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

Easting (x)

524324

Northing (y)

233815

Description

Applicant Details

Name/Company

Title

Ms

First name

Sally

Surname

Hendry

Company Name

Conpartium Limited

Address

Address line 1

14 Hitchin Street

Address line 2

Address line 3

Town/City

Baldock

County

Hertfordshire

Country

United Kingdom

Postcode

SG7 6AE

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Ms

First name

Sally

Surname

Hendry

Company Name

Abbott Property Management Ltd

Address

Address line 1

Devonshire Business Centre

Address line 2

Works Road

Address line 3

Town/City

Letchworth Garden City

County

Hertfordshire

Country

United Kingdom

Postcode

SG6 1GJ

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Following a fire risk assessment in 2024 remedial works to the basement required to comply with fire regulations.

Remove current door to entrance of basement and install FD60 fire door and frame
Install fire rated closer, intumescent seals, fire rated FB2 lock to door to gas meter room
Install fire line plasterboard to ceiling to provide fire resistance of 60 mins
install fire line plasterboard to the underside of the staircase and right hand side wall leading to basement to provide fire resistance of 60 mins
Fire stop multiple penetrations to basement area

Has the development or work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☐ Grade II*
- ☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
- ☒ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☐ Yes
☒ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☐ Yes
☒ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes
☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes
☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Fire stopping survey in 2024 noted the following:

- Fire boarding required to underside of stair case and flooring above to provide a minimum of 60 minutes fire resistance. Approximately 10m x 3m
- Multiple penetrations through walls and ceiling require fire stopping with ablative materials
- 2 no. fire doors are required to be upgraded to an FD 60's to compartmentalise

Quotes were obtained and the management company have chosen who they would like to carry out the above work.

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

Internal doors

Existing materials and finishes:

Entrance to basement : To remove 1no. door and frame and dispose of off the premises.

Proposed materials and finishes:

Entrance to basement: To supply and install 1no. FD60s fire door and frame to achieve full compliance and certification to the following specifications: 54mm single door factory finished in white Beech CND rebated door frame factory finish in white AR912R standard deadlock Door Closer Fire Door Keep Shut signs x2 NOR810 plated drop seal Door to Gas Meter Room in Basement: To adjust existing door in frame. To supply and install 1no. fire rated closer. To supply and install intumescent seals. To supply and install 1no. fire rated FB2 lock. To supply and install 2no. Fire Door Keep Locked signs.

Type:

Ceilings

Existing materials and finishes:

Details to follow

Proposed materials and finishes:

Basement Fire Stopping: To supply and install fire Line plasterboard to Basement ceiling. This will provide a fire resistance of 60 minutes. Room approximately 10mx3m. We anticipate these works will take 2 weeks. Basement Stairs: To supply and install fire Line plasterboard to the underside of the staircase and right hand side wall leading down to the Basement. This will provide a fire resistance of 60 minutes. We anticipate these works will take 2 days.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☐ Yes

☒ No

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☐ Yes

☒ No

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

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

☐ Yes

☒ No

If No, can you give appropriate notice to all the other owners?

☒ Yes

☐ No

Certificate Of Ownership - Certificate B

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates.

Name of Owner:

***** REDACTED *****

House name:

Flat 1

Number:

12

Suffix:**Address line 1:**

Hitchin Street

Address Line 2:**Town/City:**

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:**Name of Owner:**

***** REDACTED *****

House name:

Flat 2

Number:

12

Suffix:**Address line 1:**

Hitchin Street

Address Line 2:**Town/City:**

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:**Name of Owner:**

***** REDACTED *****

House name:

Flat 1

Number:

14

Suffix:**Address line 1:**

Hitchin Street

Address Line 2:**Town/City:**

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:

Name of Owner:

***** REDACTED *****

House name:

Flat 2

Number:

14

Suffix:

Address line 1:

Hitchin Street

Address Line 2:

Town/City:

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:

Name of Owner:

***** REDACTED *****

House name:

Flat 3

Number:

14

Suffix:

Address line 1:

Hitchin Street

Address Line 2:

Town/City:

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:

Name of Owner:

***** REDACTED *****

House name:

Flat 4

Number:

14

Suffix:

Address line 1:

Hitchin Street

Address Line 2:

Town/City:

Baldock

Postcode:

SG7 6AE

Date notice served (DD/MM/YYYY):

03/06/2025

Person Family Name:

Person Role

☐ The Applicant

☒ The Agent

Title

Ms

First Name

Sally

Surname

Hendry

Declaration Date

03/06/2025

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent 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

Sally Hendry

Date

03/06/2025