

DELEGATED FILE NOTE

CASE OFFICER: ...Mark Simmons.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00662/LBC	Reposition and enlargement of ground floor window on south elevation and internal alterations.	39 Market Hill Royston Hertfordshire SG8 9JU

Submitted Plan Nos

Location Plan 26-01/05 26-01/06 26138B-3 26138B-7B 26-01/04 26-01/03

1.0 Policies

HE1	Designated heritage assets
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2.0 Site History

2.1 **85/01602/1** - Erection of two storey rear extension and 2-metre-high brick wall following demolition of existing outbuildings. **SCP 23/12/1985**

85/01603/1LB - Demolition of rear outbuildings together with erection of two storey rear extension and 2-metre-high brick wall. **LBC 23/12/1985**

00/01442/1 - Two storey 1 bedroom dwelling following demolition of existing shed. **R 13.11.2000**

03/00982/1HH - Detached double garage following demolition of existing shed (renewal of planning permission 98/0925/1HH granted 28 August 1998). **CP 20.10.2003**

08/00936/1LB - Replacement of up and over doors to attached garage with French windows and side lights. **CCON 18.07.2008**

3.0 Policies

3.1 Policy HE1 of the North Hertfordshire Local Plan 2011 – 2031 is relevant as are the following paragraphs of Section 16 of the National Planning Policy Framework (Dec 2024):

- ☐ **135 c)** (sympathetic to local character and history, including the surrounding built environment),
- ☐ **207** (local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting)
- ☐ **210** (desirability of new development making a positive contribution to local character and distinctiveness),
- ☐ **212** (great weight should be given to the asset's conservation),
- ☐ **213** (clear and convincing justification), and
- ☐ **215** (harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use).

4.0 Representations

4.1 **Royston Town Council** – No objection.

Hertfordshire LEADS – No comments to make.

Press & site notices – No comments received.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

- 5.1.1 39 Market Hill, Royston is grade II listed and located within the Royston Conservation Area. The building and the area are designated heritage assets for the purpose of applying the aims of the NPPF. The list entry is provided at the following link.

<https://historicengland.org.uk/listing/the-list/list-entry/1347666?section=official-list-entry>

The building's northern elevation fronts directly onto the footway, comprising the first three bays of a whitewashed building under a hipped tiled roof. The other end of this building, comprising the remaining two window bays to the west, forms a part of no.37 – the Green Man Public House. The eastern elevation fronts onto the garden, which is separated from the road by a high flint wall with double gates.

5.2 **Proposal**

- 5.2.1 The application is described as: ***Reposition and enlargement of ground floor window on south elevation and internal alterations.***

5.3 **Key Issues**

- 5.3.1 The key issues are to assess the impact of the proposal on the listed building's special character and in terms of the window, the impact upon the character and appearance of the Royston Conservation Area.

- 5.3.2 Windows are often a significant feature of listed buildings. They strongly contribute to a building's interest and appearance. Any changes can noticeably alter how the building and area looks. There is much by the way of guidance provided by local planning authorities which discourages the installation of double-glazed windows into listed buildings and whilst North Herts does not have specific guidance on this matter, it is important that the following are considered when considering replacement of windows:

- ☐ Evidence of craftsmanship
- ☐ Use of old or rare materials
- ☐ Detail of design

If the existing windows contribute positively to the building's special character and the frames are capable of repair, this should normally be the way forward.

- 5.3.3 With reference to Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the following should be noted: "In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special interest or historic interest which it possesses".
- 5.3.4 Historic England's general approach to the alteration or replacement of windows is set out below in guidance entitled 'Traditional Windows: their care, repair and upgrading' published in 2017 (this document is currently being reviewed following publication of: Adapting Historic Buildings for Energy and Carbon Efficiency: Advice Note 18).

1. Where historic windows, whether original or later insertions, make a positive contribution to the significance of a listed building they should be retained and repaired where possible. If beyond repair, they should be replaced with accurate copies.

2. Where historic windows have already been replaced with windows whose design follows historic patterns, these usually make a positive contribution to the significance of listed buildings. When they do, They should therefore be retained and repaired where possible. If beyond repair, they should be replaced with accurate copies.

3. Where historic windows or replacement windows of historic pattern survive without historic glass it may be possible to introduce slim-profile double-glazing without harming the significance of the listed building. There are compatibility issues to consider as the introduction of double-glazing can require the renewal of the window frame to accommodate thicker glazing, thereby harming significance. These issues are covered in Section 4 of this guidance.

4. Where historic windows have been replaced with ones whose design does not follow historic patterns, these are unlikely to contribute to the significance of listed buildings. Replacing such windows with new windows of a sympathetic historic pattern, whether single-glazed or incorporating slim-profile double-glazing, may cause no additional harm. It also provides an opportunity to enhance the significance of the building, which is the desired outcome under national policy.

5. Where a new window or re-glazing is agreed, the reflective properties of secondary and double-glazing as compared to modern, polished single-glazing, do not usually harm the significance of the building. But when new multi-paned windows are proposed, the desirability of reproducing broken reflections by individually glazing each pane should be considered. Where the aesthetic value of the building is high, then the impact on the whole of the relevant elevation should be considered, including the desirability of accurately matching other windows.

5.3.5 The existing window is a relatively modern window with a top-hung light and is similar to one found in the 'garage' addition and the 6-over-6 sliding sash proposed conforms with point 4 above i.e. new window of a sympathetic historic pattern.

5.3.6 The internal alteration requires the removal of two sections of ground floor masonry wall between the kitchen and breakfast room to open-up this space. The impact upon historic fabric is small considering that this section of wall has previously been altered. The Heritage, Design and Access Statement justify these works in terms of the opening-up 'allowing the family dynamic to be more engaged' and creating 'an uplifting increase in natural light' resulting from the proposed repositioned and enlarged window. Whilst neither of these are material considerations the proposed internal works are unobjectionable.

5.4 **Alternative Options**

5.4.1 Nonapplicable.

5.5 **Pre-Commencement Conditions**

5.5.1 Nonapplicable.

5.6 **Conclusion**

- 5.6.1 It is considered that the alterations will not occasion harm either to the listed building's special character or to the character or appearance of the Royston Conservation Area. The proposal will satisfy the provisions of Sections 16(2) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the aims of Section 16 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

6.0 **Recommendation**

- 6.1 I recommend 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 new 6-over-6 vertically sliding sash window on the South Elevation shall be constructed in timber and be single-glazed with joinery details to match similar sash windows on the East Elevation 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 the grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the Local Plan.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 4 June 2026	