

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

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)	Northing (y)
526907	239815

Description

Applicant Details

Name/Company

Title

Mrs

First name

Susan

Surname

Greenbank

Company Name

Address

Address line 1

The Green

Address line 2

28 Hodwell, Ashwell,

Address line 3

Town/City

BALDOCK

County

Country

Postcode

SG75QQ

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

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

There is a Victorian outside toilet block on 28 Hodwell which was built to serve the workers of Whitbread Brewery living in 22-28 Hodwell. 28 Hodwell was sold off by the Brewery in 1986 together with the toilet block.

The toilet block at 28 Hodwell contains two toilets divided by a single brick wall. One toilet opens towards 26 Hodwell (WC1) and the other opens towards 28 Hodwell (WC2). The owners of 26 Hodwell wish to build an extension at the rear of their property which will close off access to WC1. To enable her neighbours to proceed, the applicant proposes to brick up the existing door to WC1 and create a new opening in the internal wall between the two toilets. This would allow access independently of 26 Hodwell and directly via WC2.

Not requiring two outside toilets, the applicant would like to remove the toilet in WC2, and use the remaining space for storage. A small sink for hand hygiene is also proposed.

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).

Please see the photographs provided with the Design and Access Statement, and Plans A and B showing the proposal to brick up the existing entrance to WC1, to open a new doorway in the internal wall between WC1 and WC2, re-use the existing door to WC1 if possible and to remove the existing toilet in WC2.

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:

External walls

Existing materials and finishes:

Victorian brickwork, believed to be Commons.

Proposed materials and finishes:

The proposal is to use bricks matching the existing to brick up the existing doorway to WC1, re-using on the inside such of the existing bricks as may be salvaged from the creation of a new internal doorway between WC1 and WC2. Small ceramic sink, cold tap only. Interior painted as before.

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

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Plan A - drawing of existing
Plan B - drawing or proposed works
Plan C - location of Toilet Block
Design and Access Statement.

Neighbour and Community Consultation

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

☒ Yes

☐ No

If Yes, please provide details

Yes. Our neighbours instigated the project as they would like to extend their property at 26 Hodwell, and this work will enable them to do so by providing for independent access to the whole of the toilet block from 28 Hodwell.

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

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant 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 the application relates.

Person Role

- ☒ The Applicant
☐ The Agent

Title

Mrs

First Name

Susan

Surname

Greenbank

Declaration Date

12/05/2026

☒ 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

Susan Greenbank

Date

14/05/2026