

DELEGATED FILE NOTE

CASE OFFICER: ...Tricia Craggs.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02300/LBC	Installation of paddle staircase and partition at first floor level including relocating existing doors and removal of existing partition. Formation of loft storage area including repairs to some existing first floor ceilings (development already carried out).	1 Sells Close Cottages High Street Barley Hertfordshire SG8 8HY

Submitted Plan Nos

2316.16 2316.17 2316.18A 2316.19A 2316.20

1.0 Policies

HE1	Designated heritage assets
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2.0 Site History

2.1 The most recent planning history is:

24/01197/FPH & 24/01198/LBC - Single storey rear extension following demolition of existing conservatory, and alterations to openings.

3.0 Policies

3.1 Section 16: Conserving and enhancing the historic environment of the National Planning Policy Framework (July 2021). Relevant paragraph numbers at Section 16 are as follows: 197, 199, 200 and 202.

Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

4.0 Representations

4.1 **Press & site notices** – Not required as the application is for internal works only.

5.0 Planning Considerations

5.1 **Site and Surroundings**

5.1.1 1 Sells Close Cottages High Street Barley is a Grade II listed building located within the Barley Conservation Area. The Historic England list entry is copied below:

BARLEY HIGH STREET TL 3938 (West side) Barley 7/98 Nos. 1, 2, and 3 Sells Close Cottages GV II List Entry Number: 1175387 House, now 3 dwellings. Early C17 with minor C18 and C19 additions and alterations. Timber frame, rendered and weatherboarded. Steeply pitched tiled roof. 3 cell lobby entry plan. 2 storeys and attic. Ground floor bead moulded weatherboarding, first floor rendering with traces of panelled comb pargetting. 4 window front. Ground floor: 3 recessed entrances with panelled doors: No. 1 has 2 raised panels, No. 2 has 4 panels and No. 3 has 6 panels with the upper 4 raised and fielded. To centre and left 3 light small pane flush frame casements, to right a horizontal sliding sash, all with hoodboards. First floor: two 3 light small pane casements to left, an early 2 light iron frame leaded pane casement over original entrance and a larger C19 2 light small pane moulded frame casement to right. Rebuilt axial ridge stack to form lobby with entrance to No. 3. Left end external stack with offsets, exposed plates and purlins. Half hip to right end with an entrance, small first floor and latticed attic casements, exposed plates. Early lean-to outshut addition to rear right. Mixed casements to rear. Attached to left end and set back is a C19 lower 2 storey gabled outshut with a 2 light casement on return. Interior: No. 1 has a stop chamfered axial bearer, Nos. 2 and 3 not inspected. Listing NGR: TL3992438666

The Barley Conservation Area (BCA) is summarised by its Statement of Significance describing it a historic village with evidence of medieval origins in its surviving built fabric, plan and building plots. It is also notable for its density of development along

Church End and west side of the High Street with a wide variety of architectural styles and dates of origin. The High Street is a probably a medieval hollow-way or sunken road respecting the boundary to the Hove Hall property. While away from these central areas buildings are more widely spread and the character of the conservation area is more rural.

5.2 **Proposal**

5.2.1 The application is described as

Installation of paddle staircase and partition at first floor level including relocating existing doors and removal of existing partition. Formation of loft storage area including repairs to some existing first floor ceilings (development already carried out).

5.3 **Key Issues**

5.3.1 The main issue is to consider the impact of the works on the special character of the listed building and upon the BCA.

5.3.2 The proposal is seeking a listed building consent for works already carried as per the application description and as described below:

This includes the insertion of a new paddle staircase and partition at first floor, level relocating an existing door, removing a short section of existing partition, forming a new storage floor in the loft and undertaking repairs to some of the existing first floor ceilings.

A previous application to convert the loft (24/02067/LBC) was withdrawn following comments from Place Services. Further comments were made that if the loft were to be converted to storage space without the use of steel supports and accessed via a paddle stair that maybe supported.

These comments are copied below.

The proposed works are still considered harmful, however, if the occupants don't need the room to be habitable in terms of building regs, a paddle stair might be an option? See image



below:

This would be considered to lessen the loss of fabric as it requires a much smaller opening and potentially give the occupants more usable space. The steel supports, appear quite an extreme intervention and not fully justified, if the occupants were to change to a smaller staircase and potentially remove the need for steel supports, the scheme may be acceptable.

5.3.3 The applicant took advice from a Structural Engineer and comments made by Place Services and works have been carried out to omit the use of steels but does see the insertion of a new floor that is independent and above the existing ceiling.

5.3.4 Previous interventions are evident in the loft space namely with ad hoc rafters and modern rafters and insulation.

5.3.5 As such there has been some loss of historic fabric of significance and but the completed works have followed guidance given (see para 5.3.2)

Impact on the listed building and conservation area

5.3.6 There is an impact on the listed building due to the interventions described and this is considered cause harm but less than substantial and at the lower end of that scale.

5.3.7 This application is submitted to regularise the works already taken place and is considered acceptable for the reasons stated in paragraphs 5.3.2 to 5.3.5.

5.3.8 If this application were not to supported and the works reversed it would cause further harm.

5.3.9 However and notwithstanding the comments made in 5.3.8 any work carried out to a listed building without consent is a serious offence and the reliance on an application to seek retention of the work that has been carried out is at the owner risk.

5.3.8 There is no impact on the character and appearance of the conservation area as the works are internal.

5.4 **Alternative Options**

5.4.1 None.

5.5 **Pre-Commencement Conditions**

5.5.1 None applicable.

5.6 **Conclusion**

5.6.1 It is considered that the proposal will not occasion harm to the listed building's special character or harm the character or appearance of the Barley Conservation Area. The proposal, thereby, satisfies 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**.

Signed  Sam Dicocco Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 3 November 2025	

