



**North
Herts
Council**

Correspondence address:

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000

Application for 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

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)

Description

The Kimpton Players Playhouse is sited in the car park of the Kimpton Memorial Hall. It's location from the block plan (document 12125624-BP refers) is Easting 517390.84 and Northing 218278.83

Applicant Details

Name/Company

Title

Mr

First name

Dermot

Surname

McCarthy

Company Name

Kimpton Players

Address

Address line 1

16 Hampden

Address line 2

Address line 3

Kimpton

Town/City

Hitchin

County

Hertfordshire

Country

United Kingdom

Postcode

SG48QH

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 *****

Site Area

What is the measurement of the site area? (numeric characters only).

84.25

Unit

Sq. metres

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

Replacement of existing building with a like-for-like building on the existing brick/concrete foundations. The building is sited in the car park of the Kimpton Memorial Hall (this is the address supplied) and on land owned by the Memorial Hall.

The existing building is a single storey prefabricated concrete building (image - document 121254624-IEB refers) erected in 1969 and has corrugated asbestos roof. The development includes the safe demolition and disposal of the existing building, repairs (if necessary) to the brick/concrete foundations and the erection of new Structural Insulated Panel (SIP) building clad with Hardie Board fibre/cement cladding.

There is no change of use.

Has the work or change of use already started?

☐ Yes

☒ No

Existing Use

Please describe the current use of the site

Rehearsal room and costume storage for Kimpton Players amateur dramatic society. It is not for public use and its maximum occupancy for rehearsals is 20 people. The Kimpton Players run a maximum of 3 productions per annum. The rehearsal period for each is 10 weeks. Rehearsals take place two nights a week between 7pm and 9pm. Hence the main usage totals: 3 x 10 x 2 x 2 = 120 hours per annum.

Is the site currently vacant?

- ☐ Yes
- ☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- ☐ Yes
- ☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes
- ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes
- ☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
- ☐ No

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

Type:

Walls

Existing materials and finishes:

Precast concrete columns and horizontal precast concrete panels

Proposed materials and finishes:

Structural Insulated Panels (SIPs) clad with Hardie Board fibre/cement wood-effect cladding colour Slate. Please see cross-sectional diagram, 12125624-RXS, for constructional details and 12125624-ICB and 12125624-IRS for image of the cladding in Slate.

Type:

Roof

Existing materials and finishes:

Corrugated asbestos sheeting, wooden fascia boards and plastic guttering both sides

Proposed materials and finishes:

The replacement roof will be a pent roof comprising of 304mm x 72mm timber and metal web joists at 450mm spacing. The rafters will be covered with 18mm OSB sheet upon which will be laid a EPDM rubber roof with a single gutter on the eastern side. The EPDM roof surrounds will be covered with a PVC trim. Please see cross sectional diagram, 12125624-RXS, for more details.

Type:

Windows

Existing materials and finishes:

PVC double glazed windows

Proposed materials and finishes:

PVC double glazed windows

Type:

Doors

Existing materials and finishes:

Main Door: Wood with glazed panel set in a wooden frame. Fire Escape Door: Wooden double door set in a wooden frame

Proposed materials and finishes:

Main Door : uPVC construction. Door frame: 2100mm x 900mm with door dimensions of 2090mm x 890mm. We are seeking approval for a single entrance door - no fire escape door - as the building is not for public use and has a maximum occupancy of 20 people during rehearsals. The grounds for requesting a single entrance are detailed in the attached Design & Access Statement 12125624-DAS.

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

Close boarded wooden fence between north facing wall and boundary hedge (see 12125624-ICBF). Wooden gate between southern corner of the west facing wall (see 12125624-ISG), adjacent to the main entrance, chain link fence, south of the building, to the neighbouring BT Exchange (see 12125624-ISEW) and chain link fence, east of the building, to the neighbouring school (see 12125624-IEEW).

Proposed materials and finishes:

Retain: 1. Close boarded wooden fence between the north facing wall and the boundary hedge 2. Wooden gate on the southern corner of the west facing wall 3. Chain link fence on the southern border 4. Chain link fence on the eastern border

Type:

Vehicle access and hard standing

Existing materials and finishes:

The existing building is set in the car park of the Kimpton Memorial Hall.

Proposed materials and finishes:

The new building will be placed on the foundations of the existing building so there will be no changes to vehicle access or hard standing. The landowner, The Kimpton Memorial Hall Trust, has indicated that if the fire escape was no longer required then they would request the Kimpton

Players remove the old fire escape steps and make good to realise additional car parking space.

Type:

Lighting

Existing materials and finishes:

External security lighting on the north and west facing walls

Proposed materials and finishes:

Replace the security lighting on the north and west facing walls with motion detection supplemented by security cameras with motion detection.

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

The following plans, drawings and design and access statement are attached:

1. 12125624-LP.pdf - 1:1250 scale location plan
2. 12125624-BP.pdf - 1:500 scale block plan
3. 12125624-EEL.pdf - 1:50 scale elevation views of the existing building in A3 format
4. 12125624-REL.pdf - 1:50 scale elevation views of the replacement building in A3 format
5. 12125624-EPV.pdf - 1:50 scale plan view of the existing building in A4 format
6. 12125625-RPV.pdf - 1:50 scale plan view of the replacement building in A4 format
7. 12125624-RXS.pdf - 1:50 scale cross-sectional view of the replacement building showing the wall, floor and roof construction
8. 12125624-ESP.pdf - 1:50 scale existing building site plan showing trees
9. 12125624-RSP.pdf - 1:50 scale replacement building site plan showing pruned/removed trees and soakaway
10. 12125624-OC.pdf - Signed Ownership Certificate
11. 12125624-IEB.pdf - Existing building image
12. 12125624-ISAT.pdf - Existing building satellite image
13. 12125624-ICB.pdf - Cladco fibre/cement cladding marketing image
14. 12125624-IRS.pdf - Holwell Primary School classroom reference site image
15. 12125624-IDQ.pdf - Deamer Ltd quote for demolition and removal of existing building
16. 12125624-ICBF.pdf - Close boarded fence image
17. 12125624-ISG.pdf - Side gate image
18. 12125624-ISEW.pdf - Existing building external wall and south boundary images
19. 12125624-IEEW.pdf - Existing building external wall and east boundary images
20. 12125624-CL - Covering letter
21. 1215624-DAS - Design & Access Statement

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

☐ Yes

☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

☐ Yes

☒ No

Are there any new public roads to be provided within the site?

☐ Yes

☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes
☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes
☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☐ Yes
☒ No

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☐ Yes
☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☐ Yes
☒ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☒ Soakaway
☐ Main sewer
☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why they are exempt from doing so.

[Find out more about biodiversity net gain, and access digital tools from our partners that can help determine if you are exempt, or produce the biodiversity metric information required.](#)

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- ☐ Yes
☒ No

Please add all the exemptions or transitional arrangements that apply and provide a reason why

Exemption: Development subject to the de minimis exemption (development below the threshold) Reason for selecting exemption: The development is within 2 meters of an existing hedgerow and tree boundaries

Note: Please read the help text for further information on the exemptions available and when they apply

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer
- ☐ Septic tank
- ☐ Package treatment plant
- ☐ Cess pit
- ☐ Other
- ☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes
- ☐ No
- ☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

The existing building has a sink, basin and WC that are connected to main drainage. The sanitary ware is new and will be retained and reinstalled in the replacement building and plumbed into the existing drainage points. These are marked on the replacement building plan view (attached document 12125624-RPV refers)

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes
- ☐ No

If Yes, please provide details:

The Kimpton Players Playhouse generates very little waste as it is primarily a rehearsal facility with very low usage (120 hours per annum). Waste will be collected in a bin and disposed of by a member of the society in their own household waste bin.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes
- ☐ No

If Yes, please provide details:

Yes, a separate bin will be provided within the replacement building for recyclable waste that will be disposed of by a member of the Kimpton Players in their own household recyclable bin.

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes
- ☒ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes
☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☒ Yes
☐ No

Please add details of the Use Classes and floorspace.

Use Class: D2
Existing gross internal floorspace (square metres) (a): 54.9
Gross internal floorspace to be lost by change of use or demolition (square metres) (b): 54.9
Total gross new internal floorspace proposed (including changes of use) (square metres) (c): 55.1
Net additional gross internal floorspace following development (square metres) (d = c - a): 0.20

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	54.9	54.9	55.1	0.20000000000000284

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- ☐ Yes
☒ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☐ Yes
☒ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes
☒ No

Is the proposal for a waste management development?

- ☐ Yes
☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ 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

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

22/20743/GEN

Date (must be pre-application submission)

19/10/2022

I made a general enquiry on 20th October 2022 and subsequently spoke with Mr Howe of North Herts District Council Planning on 19/1/2023. He explained that since this development was not on our land (we own the building but lease it from Kimpton Memorial Hall) and we are not a local authority this could not be undertaken under permitted development and would need full planning permission. He recommended that we proceed with application via the online portal.

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 and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

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

Can you give appropriate notice to all the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- ☒ 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* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- ☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Kimpton Park

Number:**Suffix:****Address line 1:**

Park Lane

Address Line 2:

Kimpton

Town/City:

Hitchin

Postcode:

SG4 8EG

Date notice served (DD/MM/YYYY):

15/07/2023

Person Family Name:

Person Role

☒ The Applicant☐ The Agent

Title

Mr

First Name

Dermot

Surname

McCarthy

Declaration Date

18/09/2023

☒ Declaration made**Declaration**

I/We hereby apply for Full planning permission 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

Dermot McCarthy

Date

05/09/2024

Amendments Summary

The original application was withdrawn in August 2023 to address points raised in the Invalid Notification for application no. 23/0641/FP and comments from the landowner, The Memorial Hall Trust. In the interim consideration was given to a refurbishment solution. This proved very costly and we were advised by our structural engineer that our original approach for a timber frame replacement building would meet building control requirements. The drawings, the design and access statement and the online application were accordingly updated. We are most grateful for the help, support and patience of North Herts Planning in this matter.