

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01536/LBC	Repair box frames to ground floor front bay window and all first-floor windows and replace single-glazed sashes with 12mm double-glazed sashes.	33 Hitchin Street Baldock Hertfordshire SG7 6AQ

Submitted Plan Nos

02/MJ/26 Location plan 01/MJ/26 Section B-B 03/MJ/26 Existing Window Elevation 04/MJ/26 Proposed Window Elevations 05/MJ/26 Window Sections 06/MJ/26 Floor Plans

1.0 Policies

HE1	Designated heritage assets
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2.0 **Site History**

- 2.1 The full planning history can be viewed on file. The application below is the only relevant application.

24/00614/LBC - Retain outer frames but replace 12 no. existing timber, single-glazed windows with timber, double-glazed units (windows 1, 8 and 9 to front, windows 5 (including glazed doors), 11, 12 and 13 to rear, windows 2, 4 and 10 to side (south-west) elevation and windows 7 and 14 to side (north-east) elevation) and Door 6 glazing (6 panel glazing in top half of door & overhead fan light) (as amended by drawing no. 01/MJ/24 rev A received on 13.05.2024 and as amplified by Window Survey received on 09.06.2024).

SPL 21.06.2024

3.0 **Policies**

- 3.1 Policy HE1 of the North Hertfordshire Local Plan 2011 – 2031 is relevant as are the policies at Section 20 of the latest version of the NPPF (August 2026).

4.0 **Representations**

- 4.1 **Baldock, Bygrave and Clothall Neighbourhood Planning Group** – No comments received

Press & site notices – No comments received.

5.0 **Planning Considerations**

5.1 **Site & Surroundings**

- 5.1.1 No.33 Hitchin Street is grade II listed and is located within the Baldock Conservation Area. Both the building and area are Designated Heritage Assets for the purpose of applying the aims of the NPPF. The list entry reads as follows:

C19. Yellow brick, tiled roof. 2 storeys. 2 first floor sash windows with glazing bars in reveals under flat arches. Ground floor canted bay window with glazing bars, Doric pilasters. Side elevation on right has 6 fielded panelled door beneath cut bracketed hood.

Nos 1, 1B 3, 5, 7, 17, 19, 23, to 31, (odd), 31A, 33, 33A, 35 and 43 to 57 (odd) form a group.

5.2 **Proposal**

- 5.2.1 The description is as follows: ***'Repair box frames to ground floor front bay window and all first-floor windows and replace single-glazed sashes with 12mm double-glazed sashes'***.

5.3 **Key Issues**

- 5.3.1 The key issue here is to consider the impact of the new windows on the listed building and upon the appearance of the Baldock Conservation Area. 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"*.
- 5.3.2 Energy performance of listed buildings is normally at the forefront of several applications for listed building consent recently and each case is considered on its own merits.
- 5.3.3 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. Assessing the significance of a window and understanding the contribution it makes to the significance of the building is the key first step in deciding the correct approach to any alterations or upgrading. Where historic fenestration survives, it is often an irreplaceable resource that should be conserved and repaired wherever possible.

- 5.3.4 Historic England's publication entitled ***Traditional Windows - Their Care, Repair and Upgrading*** is currently being reviewed following the publication of ***Historic England Advice Note 18 entitled Adapting Historic Buildings for Energy and Carbon Efficiency*** (publication date Feb 2026 - see link):

<https://historicengland.org.uk/images-books/publications/adapting-historic-buildings-energy-carbon-efficiency-advice-note-18/>

- 5.3.5 Under ref: 24/00614/LBC I referred to advice at pages 54 & 62 of Historic England's publication entitled 'Traditional Windows - Their Care, Repair and Upgrading'. However, with this under review, I turn to HEAN 18 which addresses windows under the following subheadings:

- ☐ 79. Draught-proofing of windows will almost invariably be acceptable.
- ☐ 80. Installation of secondary glazing to the windows will generally be acceptable.
- ☐ 81. Installation of slim-profile or vacuum double-glazing within historic frames will generally be acceptable.
- ☐ 82. Replacement of windows which do not contribute to the architectural or historic interest of a building with double-glazed windows of appropriate material and pattern, will generally be acceptable.

There is no category for the installation of slim-profile or vacuum double-glazing within new frames where the existing windows contribute to the architectural or historic interest of a building as is the case here.

5.3.6 Previously under ref: 24/00614/LBC, I assessed the existing windows and doors as follows:

- ☐ *Window 1 – 3-section C19 large front bay window with side sections having openable sashes.*
- ☐ *Window 2 – C20 6-pane (incl. 2-pane top-hung light).*
- ☐ *Door 3 – not part of application.*
- ☐ *Window 4 – C20 6 pane (incl. 2-pane top-hung light).*
- ☐ *Window 5 – C20 alteration (Double doors with hinged fanlight above and side lights with sliding sash to top sections - bottom rails of doors and bottom of mullions in poor condition).*
- ☐ *Door 6 – glazing (6 panel glazing in top half of door & overhead fan light not part of this application).*
- ☐ *Window 7 – Pair of C20 quarter-pane casements generally in good condition.*
- ☐ *Window 8 – C19 original 6-over-6 first floor sash.*
- ☐ *Window 9 – C19 original 6-over-6 first floor sash.*
- ☐ *Window 10 – C19 original 6-over-6 first floor sash.*
- ☐ *Window 11 – 6-over-6 first floor sash (C19 top sash with 'T' reinforcement on mid rail and C20 lower sash).*
- ☐ *Window 12 – 6-over-6 first floor sash (C19 top sash and C20 lower sash).*
- ☐ *Window 13 – 6-over-6 first floor sash (C19 top sash with 'T' reinforcement on mid rail and C20 lower sash).*
- ☐ *Window 14 – C19 original 6-over-6 first floor sash.*

I went on to say that whilst noting the thermal benefits of the proposal and the acoustic benefits also when considering the windows facing onto Hitchin Street, this property displays good examples of both C19 and C20 joinery.

5.3.7 I concluded in June 2024 that having assessed the craftsmanship, use of materials and the design details, I conclude that Windows 1, 8, 9, 10, 11, 12, 13 and 14 have the most interest, window 5 has some interest in that this a well-detailed later installation, whilst windows 2, 4 and 7 are not considered to be of special interest. At the time, a site inspection revealed that some external joinery (particularly opening 5) but not all, have some wet rot but not all sashes are 'decaying'. Similarly, there was limited evidence that 'dividing beads' (glazing bars) had decayed and not all windows have shutters although several do. The suggestion in the previous DAHS that the proposal 'will bring uniformity of glass to all windows' was not seen as a positive as these will be double-glazed units.

5.3.8 A split decision was issued as follows:

Development A: That listed building consent be **GRANTED** to 'Retain outer frames but replace 4no.openings (2, 4, 5 and 7) and the glazing / fanlight for door 6 with timber, double-glazed units (as amended by drawing no. 01/MJ/24 rev A received on 13.05.2024)' subject to the following conditions.

Development B: That listed building consent be **REFUSED** to 'Retain outer frames but replace 8no. C19 windows (1, 8, 9, 10, 11, 12, 13 and 14) openings with timber, double-glazed units (as amended by drawing no. 01/MJ/24 rev A received on 13.05.2024)'.

The reason for refusal for Development B was as follows:

No.33 Hitchin Street is a C19 grade II listed building located within the Baldock Conservation Area and forms a group with several other listed buildings in the vicinity. Great weight has been given to this building's conservation (para 205, NPPF). Windows 1, 8, 9, 10, 11, 12, 13 and 14 are C19 and single-glazed and are of moderate to high significance. Historic England's publication entitled 'Traditional Windows - Their Care, Repair and Upgrading' states that where historic windows, whether original or later insertions or replacement windows whose design follows historic patterns, make a positive contribution to the significance of a listed building they should be retained and repaired where possible. The proposal is based on seeking a thermal upgrade and in part justified by the submission of a window survey which excludes openings 2, 4, 6 and 7. Although a justification has been received identifying that the windows are considered to be beyond practical or economic repair, the case for 12mm double-glazing of openings 1, 8, 9, 10, 11, 12, 13 and 14 is less convincing. Due to the modifications, including the resulting double reflection that would not be present with single-glazing and the shortening of the 'shoulder' to the astragals, the proposal will occasion less than substantial harm to the listed building's special character, thereby, failing to satisfy the provisions of Section 16(2) 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. There are no public benefits to outweigh the degree of harm identified and the building has an optimum viable use.

5.3.9 Paragraph 2 of Policy HE4 of the NPPF states:

Any harm to, or loss of, the significance of a designated heritage asset (including from development within its setting) should have a clear and convincing justification in accordance with the policies in this chapter.

A justification is provided by the detailed assessment of each window as assessed in the submission entitled Essential Restorations (12 May 2026). Furthermore, the latest version of the NPPF has to an extent 'moved the goalposts' in that paragraph 4 of Policy HE6 states (my emphasis in bold and underlined):

*Where a development proposal would harm the significance of a designated heritage asset the effect on the asset and its significance should be weighed against any public benefits resulting from the proposal. **Important public benefits can include securing the long-term reuse of a vacant or underused listed building, and enabling energy efficiency and low carbon heating measures to be employed.***

5.3.10 Each case is considered on its own merits and the joiner's overall assessment is that all sashes should be replaced but the box frames are capable of repair. Given that bottom rails are rotten, joints have opened up and failed and timbers have split and swollen and are stuck within the frames, it is considered that the amount of work required to effectively repair the sashes is such that it has been deemed by the joiner, not practical or economical to carry out repairs to the sashes (boxes will be repaired). With this in mind a decision needs to be taken as to whether the windows are made with single- or double-glazed units.

5.3.11 Having considered the section detailing on drawing no. 05/MJ/26 it is concluded that whilst 12mm slimlite glazing with through bars will occasion some harm to the listed building by the removal of historic windows, a convincing justification has been made and the proposal will ensure that energy efficiencies are made to this listed building without harming its overall special character.

5.4 Alternative Options

5.4.1 None applicable.

5.5 Pre-Commencement Conditions

5.5.1 None applicable.

5.6 **Conclusion**

5.6.1 I am still of the opinion, that works to replace 8no. C19 windows (1 (bay window), 8, 9, 10, 11, 12, 13 and 14) will occasion a small amount of harm to the listed building's special character but would have minimal impact upon the appearance of the Baldock Conservation Area. Contrary to the Split Decision in 2024, the sash frames are considered beyond viable repair and the proposal will enhance the building's thermal element providing energy efficiencies. It is concluded that the proposal whilst not fully satisfying the provisions of Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, would meet the aims of Section 20 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031, and is, therefore, **UNOBJECTIONABLE**.

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 window alterations consented shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the alterations are carried out in accordance with details which form the basis of this grant of listed building consent.

3. Each pane for the new windows that are the subject of this consented scheme shall be individually glazed with a 'through' glazing bar as indicated on approved drawing no. 05/MJ/26 unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: For the avoidance of doubt and to ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Signed

Stearns

Shaun Greaves
Determining Officer

Date: 16 September 2026

Development Management
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Date: 16 September 2026