

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/00859/LBC	Internal alterations at first floor including new doorway between nos. 23 and 24, install two timber steps and remove late 20th century stud partition.	24 - 25 Market Place Hitchin Hertfordshire SG5 1DT

Submitted Plan Nos

283-001 283-010 283-020

1.0 Policies

HE1 Designated heritage assets

SECN16 Conserve + enhance historic environment

2.0 **Site History**

2.1 The most recent planning history is the following:

77/00262/1LB

Installation of new shop front

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** – None required as application is for internal alterations only.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

5.1.1 The site is located on the South side of Hitchin's historic Market Square; the street is occupied predominantly by commercial premises at street level and a mixture of office accommodation and other uses at first floor.

It is located within Character Area 2c of the Hitchin Conservation Area. However, this is not a relevant consideration as the proposed works are entirely internal and therefore there is no impact on the conservation area.

5.1.2 The list entry is copied below.

24-25 The Grade II 1. 5255 MARKET PLACE (South Side) Nos 24 & 25 TL1829 SW 1/258 GV II 2. C19, front in Tudor style with half timbering, herringbone brick

nogging. Gabled Welsh slated roof. 2 storeys and attics. Shop windows, 2 1st floor triple light casement windows. Included for group value. All listed buildings in Market Place form a group.

Listing NGR: TL1838229024

5.2 Proposal

5.2.1 The application is described as:

Internal alterations at first floor including new doorway between nos. 23 and 24, install two timber steps and remove late 20th century stud partition.

5.3 Key Issues

5.3.1 The main issue is to consider the impact of the works on the significance of the listed building.

5.3.2 The proposal will change the function of these groups of building by connecting numbers 23 and 24 Market Place. The primary plan form will still remain legible.

5.3.3 The intervention will be limited to existing infill panel and not primary timber framing and will be formed between studs preserving the structure.

5.3.4 The application will also install three lightweight timber steps.

Impact on the listed building

5.3.4 The creation of the new doorway would change the plan form and use of these two buildings. However, the work will be limited to brick infill panels and not to the primary timber framing and between studs therefore preserving structure.

5.3.5 The proposed new doorway will be clearly legible as later intervention.

5.3.6 The proposed three lightweight timber steps are fully reversible.

5.3.7. There is not impact fabric or elements of high significance and will remove modern harmful partitions.

5.3.8 There is evidence of historic inter-building connections (24-25) which does not automatically make this application acceptable. However, given the reversibility and the proposed method of construction and the single use and ownership going forward is considered to be a positive in terms of long-term custodianship and care of this application is supported.

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 interest. 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**.

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.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 17 June 2026	