

DELEGATED FILE NOTE

CASE OFFICER: ...Alex Howard.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02070/LBC	Single storey side garden room extension following removal of existing porch canopy.	5 Westbury Farm Close Offley Hertfordshire SG5 3FL

Submitted Plan Nos

SU-01 Rev B PL-01 Rev B SU-02 Rev A SU-03 Rev A PL-01 Rev B PL-02 Rev A PL-03 Rev A PI-04

1.0 Policies

HE1 Designated heritage assets

2.0 **Site History**

2.1 Extensive site history. Relevant applications as follows:

2.2 **25/02069/FPH** - Single storey side garden room extension following removal of existing porch canopy. Re-positioning of shed.

Pending Consideration

3.0 **Representations**

3.1 **Conservation Officer** – See below

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site is 5 Westbury Farm Close, a grade II listed in Great Offley Conservation Area. The building forms part of the entry described as Flats 1, 2, 3, 4. (formerly listed as Westbury Farmhouse under School Lane) and the list entry is as follows:

“Farmhouse, now flats. C15 or early C16 former open hall house with 2-storeys. S crosswing, floor and chimney inserted in hall in later C16 (according to records probably between 1564 and 1569 by Robert Ivory (inf Mrs. Vera Davis)); jettied porch and taller N crosswing probably of that time or early C17, C19 and C20 gabled rear additions. Timber frame on stuccoed brick sill, roughcast. Plaster to ground floor of S wing at front. Roughcast single-storey L-shaped brick outbuilding at S end. Steep old red tile roofs. A 2-storeys and attics, H-shaped house facing E set at back of farmyard, with 2 gabled crosswings, gabled jettied porch with pointed archway, and 2-storeys canted bay window to right of porch. Very large internal chimney at junction of centre and N wing with semi-circular attached shaft to broad stepped face of chimney above roof with red brick corbelled cap renewed. Internal gable chimneys at rear gable of each wing. Narrow projecting stair tower in rear angle of centre with N wing. Front has 3-light flush C19 lattice casement windows generally but 2-lights to attic top of gable of N wing. Gabled dormer on N roof slope also lights this attic floor. Interior has elaborately moulded cross-beam carrying inserted floor in hall with hollow moulded bracket support from chamfered post on rear wall. Structure of older S service wing of 2 bays with jowled posts, convex-curved tension braces set inside wall studs, clasped-purlin roof with one purlin in each

slope carried on collar-and-queen-struts. Mortices under tie-beam for cross-partition into 2 rooms on 1st floor and presumably for service rooms on ground floor. Edge-halved scarf in wallplate”.

4.2 **Proposal**

- 4.2.1 Listed Building Consent is sought for the erection of a single storey side garden room extension following removal of existing porch canopy

4.3 **Key Issues**

- 4.3.1 The key issue in this case is the proposed developments impact upon the character and appearance of the designated heritage assets.
- 4.3.2 The site is within a Conservation Area and the property is Grade II listed. Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that in the exercise of planning powers in conservation areas *“special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area”*. In terms of listed buildings Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that where considering whether to grant planning permission for development which affects a listed building, or its setting special regard shall be had to the desirability of preserving the building or its setting or any features of special architectural interest which it possesses.
- 4.3.3 The Council’s Conservation Officer provided a formal comment on the 14th October 2025, considering the impact of the proposal upon the Conservation Area and the listed building. The following conclusion has been lifted from that report:

“Impact on listed building’s special character and its setting

Physical intervention with existing historic fabric limited to the link. Main impact is the presence of the building within the farmhouse’s setting and whether this impacts upon the building’s significance.

Impact on character and appearance of the conservation area –

Limited impact upon character and appearance for reasons stated under analysis.

Harm, preserve or enhance.

The proposal would neither harm or enhance but the farmhouse’s status within this group would be preserved”.

*I raise **NO OBJECTION** on the basis that the proposal satisfies the provisions of Sections 16(2) (LBC), 66(1) (FPH) and 72(1) (both) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the aims of Section 16 of the NPPF and Policy HE1 of the North Hertfordshire Local Plan 2011-2031.*

- 4.3.4 Consultation with the Conservation Officer seeks to enforce the standard 3 year time limit, development in accordance with approved plans, and to ensure the development is finished in black timber boarding. The scheme is considered acceptable and will not occasion harm to the listed building’s special character/significance or the Conservation Area, in accordance with the Policy HE1 of the Local Plan and Section 16 of the NPPF.

4.4 **Conclusion**

- 4.4.1 The proposed development is acceptable in heritage terms, in accordance with Policy HE1 of the Local Plan and Section 16 of the NPPF.

4.5 **Alternative Options**

- 4.5.1 N/A

4.6 **Pre-commencement Conditions**

- 4.6.1 N/A.

5.0 **Recommendation**

- 5.1 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 extension hereby permitted shall only be finished in the external materials as stated on drawing number PL-03 Rev A and thereafter shall be retained as such, unless otherwise agreed in writing by the LPA.

Reason: To ensure that the development is in-keeping with the host property and to protect the character and significance of the listed building/conservation area, and to comply with Policies D1, D2 and HE1 of the North Hertfordshire Local Plan 2011 to 2031.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 17 October 2025	