



Planning Design and Access Statement

Tinkers Cottage, Dane End, Therfield, Royston, SG8 9RH

Retrospective Householder Planning Application and Listed Building Consent Application

Retention of rear extension, Internal changes to modern extended parts of the house, replacement windows and front door, bbq gazebo and french doors to side of garage building

Project No

452

Project Title

Tinkers Cottage

Date

November 2025

Reference

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Introduction

This Planning, Design and Access Statement is to be read in conjunction with the Heritage Assessment provided by TCMS Heritage Limited.

This householder and listed building consent Application is for the retention of:

- Retention of rear extension
- Internal changes to extended modern parts of the house not affecting the original listed building
- Replacement windows and front door on like for like basis
- BBQ Gazebo due to Schedule 2, part 1, Class E rights not being applicable
- Glazed french doors to side elevation of the garage

The works undertaken have been completed to a very high standard of craftsmanship using high quality materials. By way of Statutory Declaration from the current owner, no historic material has been removed from the property. The alterations made has been to the modern parts of the property including the removal of modern windows and aluminium secondary glazing in favour of handcrafted joinery on a like for like basis.

The owner/applicant of the property has gone to great lengths to respect the listed building having undertaken works which are relatively minor with no realisation that permission was required. Works which to most buildings permission would not be required.

The Councils Conservation and Heritage Officer is invited to the property to inspect the works undertaken. Such a visit will demonstrate the high quality and suitability of the works.

Property and Site Description

Please see submitted TCMS Heritage Impact Assessment for details.

The Proposed Alterations and Assessment

Single storey rear extension and internal amendment to existing extensions

During the 2021 Covid lockdown period and spending vast amounts of time at home, it was evident the extended wing of the house could be improved by way of alteration of internal layout. The ground floor WC was sited in a poor location between the kitchen and dining room. Not ideal in a location where people eat.

To improve the layout in this modern part of the house a small rear extension to this wing was undertaken. This extension provided a more logical layout to enable the WC to be located beyond the existing utility room and also enabled modern studwork walls separating the kitchen from the dining room to be removed for greater flow of space.

At no point was any work undertaken to the historic portion of the building. The Councils online planning maps clearly identify the historic part of the building being

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the original house located between the modern extensions of the north west wing and the south west wing.

The south west wing was extended using a local builder who extended the modern part of the house using the same construction techniques as the existing extension. This timber frame extension was finished in render and roof tiles to match the existing 1985 extension. The 2021 extension reused the window fitted in the 1985 extension on the rear elevation and had a new handmade window from a local joiner inserted within the extended portion overlooking the courtyard. The new handmade window matches the existing approved windows.

The new extended portion carried out in 2021 the projects 1.5metres from the 1985 extension. It is unnoticeable when viewed from inside the property and outside within the garden. The 2021 extension appears as part of the 1985 extended house.



Photo of the rear of the 2021 extension. Note the use of materials to match to provide a seamless alteration.

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Photo of side elevation of the 1985 and 2021 extension taken from courtyard. Use of materials matching the 1985 extension provides a seamless minor change



Photo of side elevation of the 1985 and 2021 extension taken from garden. Note the matching materials providing a seamless minor change

Accompanying this application is a Heritage Impact Assessment (HIA) which considers the effect of the 2021 extension upon the listed building. This HIA concludes the extension is minor and represents a small change to the extended

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range. The extension did not entail the loss of any historic fabric due to being attached on a modern part of the house and has not affected its listing significance.

Local Plan Policy HE1 enables permission to be granted to listed buildings where the proposal preserves the listing significance, incorporates suitable materials and will lead to less than substantial harm to the significance of the asset.

The proposed retention of the extension by being small in scale and attached to the modern extended form maintains and preserves the listing significance of the property. This small increase in size does not alter the reading of the original part of the house and is of materials to match the 1985 extension. The use of suitable materials results in the extension not being noticeable over that previously built with no affect upon the significance of the asset. The proposed retention of the 2021 extension is in accordance with Local Plan Policy HE1.

The property is located within the Rural Area Beyond the Green Belt. Policy CGB4 enables extensions to houses provided the existing building does not require major extension or reconstruction and does not have a materially greater impact upon the openness of the rural area.

The building of the 2021 extension did not require any major works. It extended the 1985 extension by 1.5 metres to create an improved internal layout enabling the moving of the WC to a more administrative part of the house and opening between the kitchen and dining room for family living. Its size being very modest and built using materials to match results in a seamless extended form with no affect upon the rural area. The extension being located at a lower ground level than the fields beyond the rear boundary, is barely visible from outside of the property boundaries. The proposal is in accordance with Local Plan Policy CGB4.

A minor change has also been made to the internal arrangement of the north west extension. This change does not affect any of the historic building nor its external appearance. It simply moves the internal ensuite door from a side access to a more direct access from the ground floor bedroom to enable better use of this modern space. The proposal does not affect the listing status of the building nor its form. The proposed retention of this arrangement is in accordance with the Local Plan.

At the time of building the extension and it being single storey, the Applicant was unaware that planning permission was required. It was built on the understanding that due to the extension being single storey and attached to a modern part of the house, it would constitute permitted development. The Applicant has subsequently learnt this to be incorrect, hence the submission of this application to regularise changes. Such regularisation has come forwards without any request from the Local Planning Authority.

Replacement Windows

The applicants purchased the house in 2016. Prior to their purchase of Tinkers Cottage, the property had undergone extensions by way of the north west wing and south west wing. At this point, windows within these parts of the house were replaced as part of the planning permissions and listed building consents.

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A photographic window and door survey has been undertaken at the property to identify which windows have LBC and which windows require LBC.

Twelve windows and one door was replaced between 2018 and 2019 including an additional window in 2021 at the time of building the small extension. These require listed building consent.

The windows and door which requires listed building consent are No. 2,3,4,5,6,12,13,14,15,17,23,24 and 27. Please see photographic window and door survey.



2025 Photo of front elevation of Tinkers Cottage showcasing suitability of windows and front door.

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Front page of Sale brochure dated 2016. Note the same appearance of windows and front door in 2016 to that installed in 2018 and 2019

The windows removed between 2018 and 2019 were of modern construction, believed to be from the 1980's. They were single glazed and featured internal aluminium secondary glazing from Everest Windows. The age of these windows were estimated by the joiner who made the replacement windows in 2018 - 2019. This experienced local joiner identified the windows being removed were of modern construction and fitted with float glass. The internal fittings to the windows were modern and not of any particular quality.

The windows removed in 2018-2019 are shown in the above brochure front cover. The replacement windows are of the same design.

With all other windows within the house being double glazed within the approved extensions, the decision was made to replace the 1980's windows with new handmade windows by a local joiner on a like for like basis. These new windows fitted to openings No. 2,3,5,6,12,13,14,15,17,23,24 and 27 are of the same aperture and window design as those removed. The design being similar to the double glazed windows fitted within the extended parts of the house.

The new like for like handmade timber windows were constructed locally using traditional methods and fitted with a slimline double glazing unit to provide greater thermal efficiency whilst maintaining the character and appearance of the listed building. Such approach is in accordance with Heritage England's advice.

The applicant undertook the replacement of windows No. 2,3,5,6,12,13,14,15,17,23,24 and 27 under the impression that this would constitute maintenance which did not require listed building consent.

The windows and door removed were of no historic interest being constructed in the 1980's with the secondary glazing being a more recent installation of undetermined age.

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With the windows being made by hand, they were installed by the joiner one at a time. With the windows installed each window was hand painted to a good level of finish. The windows were not paint spray finished. Such hand painting maintained the appearance of the windows to the significance of the house.



Photo showcasing the quality of the handmade windows installed maintaining the historic and architectural integrity of the building

By installing the replacement windows with double glazed units, the aluminium secondary glazing was able to be removed. This aluminium secondary glazing fitted by Everest was of poor appearance detracting from the internal and external aesthetic of the property. Its appearance looking alien within the historic setting. The newly made and installed timber windows of the same design being double glazed, did not require the need for this secondary glazing and improves the visual appearance of the window apertures to the benefit of the listing status.

The HIA considers the change in removing the single glazed timber 1980's windows and aluminium secondary glazing in favour of the new handmade double glazed timber windows on a like for like basis to have retained the architectural and historic interest of the listed building as a simple vernacular cottage and not undermine its integrity or historic interest. Such change is in accordance with Local Plan Policy HE1.

The replacement windows being hand made by a local joiner and of a like for like basis with slim double glazed units enabled the loss of the aluminium secondary glazing and a more thermally efficient house without any adverse impact upon the visual appearance of the property. The loss of the secondary glazing has improved the visual appearance of the house in relation to its listing status.

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Photo of rear courtyard showing approved windows alongside proposed to be retained windows.

The front door was replaced at the same time as the windows. The front door removed was of modern leg and brace construction. Its removal has not resulted in the loss of any historic fabric. Its replacement has been constructed to open outwards and is a stable door in style in contrast with the removed leg and brace door. Whilst of very similar appearance, the new stable door was chosen to enable cross ventilation of the ground floor of the house during summer months as a means of passive cooling. For this need, at time of installation, it was decided to fit the door to open outwards instead of inwards. Such change is minor and does not visually affect the appearance of the property.

The replacement windows and door are all constructed using traditional techniques and materials for a suitable appearance and finish for the quality of the property.

BBQ Gazebo

A BBQ Gazebo has been made and installed by the applicant framing the courtyard terrace. This simple BBQ gazebo constructed from green oak with a simple tiled roof sits unobtrusively adjacent to the house.

It was believed at time of construction, that the BBQ Gazebo fell within Schedule 2, Part 1, Class E of the General Permitted Development Order. However, being within the curtilage of the listed building, permitted development rights do not apply and as such requires planning permission.

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Photo of the green oak framed BBQ Gazebo and its modest scale

The BBQ Gazebo is modest in scale and built to a very high standard. It does not affect the listing status of the building and is located nearby the house. The proposed retention of the BBQ Gazebo is in accordance with Local Plan Policy CGB4 due to not affecting the openness of the rural area, being constructed from suitable materials and being located close to the house as not to constitute sprawling development. The BBQ Gazebo also complies with Local Policy HE1 due to not having any affect upon the listing status of the house.

Glazed doors to side elevation of the garage

The garage building when first built was designed with an integrated room with solid timber doors fronting the parking area. This was built as approved. With this space having no natural light, french doors were made and installed into the side elevation overlooking the garden to enable this room to be used as a home gym. The installation of the timber glazed doors is unnoticeable and does not detract from the appearance of this detached building.

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Photo of french doors inserted into side elevation of the garage building to provide natural light

This intelligent intervention enables the room to be used all year round for the benefit of the applicants removing the need to travel for access to a gym. Its change as can be seen in the submitted drawings does not affect the appearance of the property nor the listing of the house. It is compliant with the local Plan including Policy HE1.

Conclusion

It has been shown in the submission documentation, that the alterations made to the property are in keeping with the original building as a vernacular cottage that has been sensitively altered over time providing a storyboard of its existence.

The proposed alterations maintain the historical significance of the building whilst adding to the whole house approach of sustainability. Making the house more environmentally friendly and less energy intensive, benefits the long term viability of the heritage asset as a domestic dwelling.

The proposals have been carefully considered and we respectfully request planning permission and listed building consent to be granted.