

Saffron Loasby
Development Control
North Hertfordshire District Council

**Postal Point CHN 108
Hertfordshire County Council
Farnham House, Six Hills Way,
Stevenage, SG1 2FQ**

Contact Andy Instone
Tel 01992 555241
My ref P01/26/1069-1
Your ref **26/01069/FP**
historic.environment@hertfordshire.gov.uk

Date: 3 June 2026

Dear Saffron,

Re: External alterations to replace windows and doors, roof alterations with installation of rooflights, inset balconies and dormer windows, extend existing entrance ramp, hard and soft landscaping alterations to include a central courtyard to replace existing parking/ hardstanding, and installation of refuse storage and cycle stores and external lighting. | Radcliffe House Tilehouse Street Hitchin Hertfordshire SG5 2DW

ARCHAEOLOGICAL IMPLICATIONS

Thank you for consulting us on the above application.

The site lies near to Area of Archaeological Significance no. 142 as identified in the North Herts District Local Plan. This notes the medieval town of Hitchin and the considerable potential for medieval and earlier archaeological remains. The site lies close to the river Hiz. The Historic Environment Record (HER) notes that archaeological monitoring during the construction of Pease House revealed evidence of a possible medieval barn which may be associated with the nearby medieval Carmelite Priory, founded in 1317 (HER4392). There was also evidence for post-medieval buildings (HER10876) and Roman pottery was found (HER Report 662).

I believe that the proposed development should be regarded as likely to have an impact on heritage assets of archaeological interest and I recommend that the following provisions be made, should you be minded to grant consent:

1. the archaeological monitoring of all groundworks related to the development, including foundation trenches, service trenches, hard and soft landscaping, and all other ground impact, including a contingency for the preservation or further excavation of any remains encountered;
2. the analysis of the results of the archaeological work with provision for the subsequent production of a report and an archive, and the publication of the results;

3. such other provisions as may be necessary to protect the archaeological interests of the site;

I believe that these recommendations are both reasonable and necessary to provide properly for the likely archaeological implications of this development proposal. I further believe that these recommendations closely follow the policies included within Policy 16 of the National Planning Policy Framework. In this case three appropriately worded conditions on any planning consent would be sufficient to provide for the level of investigation that this proposal warrants. These are referred to as A, B and C but can be numbered at your convenience. I suggest the following wording:

A No demolition/development shall take place/commence until an Archaeological Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of archaeological significance and research questions; and:

- 1. The programme and methodology of site investigation and recording*
- 2. The programme for post investigation assessment*
- 3. Provision to be made for analysis of the site investigation and recording*
- 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation*
- 5. Provision to be made for archive deposition of the analysis and records of the site investigation*
- 6. Provision to be made for public outreach and interpretation*
- 7. Nomination of a competent person or persons/organisation to undertake the works set out within the Archaeological Written Scheme of Investigation.*

B The demolition/development shall take place/commence in accordance with the programme of archaeological works set out in the Written Scheme of Investigation approved under condition (A)

C The development shall not be occupied/used until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis and publication where appropriate.

If planning consent is granted, I will be able to provide detailed advice concerning the requirements for the investigations, and to provide information on professionally accredited archaeological contractors who may be able to carry out the necessary work.

Please do not hesitate to contact me should you require any further information or clarification.

Yours sincerely,

Andy Instone
Senior Historic Environment Advisor, Hertfordshire LEADS
Environmental Sustainability

Hertfordshire LEADS provides Landscape, Ecology, Archaeology, Design and Sustainability support to planning departments in Hertfordshire.

