



**North  
Herts  
Council**

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

**Telephone:** 01462 474000

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

**Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

## Applicant Details

### Name/Company

Title

Mr

First name

Stuart

Surname

Poonawala

Company Name

### Address

Address line 1

Manor Farm Church Lane

Address line 2

Address line 3

Town/City

Graveley

County

Hertfordshire

Country

Postcode

SG4 7BN

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Ground floor extension to the main house, rebuilding of existing outbuildings and a gate to the drive way.

Has the development or work already been started without consent?

☐ Yes

☒ No

## Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

☐ Don't know

☐ Grade I

☐ Grade II\*

☒ Grade II

Is it an ecclesiastical building?

☐ Don't know

☐ Yes

☒ No

## Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

☒ Yes

☐ No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

☐ Yes

☒ No

b) Demolition of a building within the curtilage of the listed building

- ☒ Yes  
☐ No

c) Demolition of a part of the listed building

- ☐ Yes  
☒ No

Please provide a brief description of the building or part of the building you are proposing to demolish

The existing outbuildings will be rebuilt to create a space to accommodate a golf simulator, gym, wellness room, green house and associated garden storage space. In the main house the existing wall to shower room is proposed to be removed and create a new wall with a door, as shown on the Ground Floor plan. A new window and door opening is proposed on the Ground Floor to enter the utility room. A new wall with a door opening is proposed on the First Floor plan to create a bedroom.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

An extension will enhance the overall layout of the building. It will provide additional space to the existing house. It will connect the two spaces of kitchen and living room. It is proposed that the extension will have a contemporary design with glazing giving good views to the garden and the church ruins. The extension will give direct access into the gardens which is currently not present in the house from any of the living areas.

The existing outbuildings are built up against the historic Grade II listed boundary wall in the kitchen garden. The buildings are in poor condition and do not have any particular purpose at present. The replacement of outbuildings with good quality buildings will make kitchen garden an important and functional part of the house. The space to provide gym and wellness centre will enhance the character and quality of the area.

## Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes  
☐ No

If Yes, please describe and include the planning application reference number(s), if known

The applicant and current owner of Manor Farm has not made any applications to NHDC for development since purchasing the property in 2023.

Previous applications include:

23/01101/FP | Retention of two dormer windows on South roofslope, box dormer on North roofslope and continued use of first floor as one 1-bed studio accommodation.

NOT YET DETERMINED - note that the location plan for this application is incorrect and has no connection to the current owners of Manor Farm

22/00683/FP | Single storey side extension (as amended by drawing nos. P001 Rev P1; -002 Rev P1; --003 Rev P1; -004 Rev P1; -005 Rev P1; and -006 Rev P1 received on 08.09.2022 and 12.09.22)

APPROVED Tue 13 Sep 2022

22/00687/LBC | Single storey side extension. Internal and external alterations (as amended by drawing nos. P001 Rev P1; -002 Rev P1; --003 Rev P1; -004 Rev P1; -005 Rev P1; and -006 Rev P1 received on 08/09/2022 and 12.09.22)

APPROVED Tue 13 Sep 2022

20/00184/FP | Change of Use and conversion of existing ground floor detached garage to one self contained 1-bed flat including insertion of ground floor windows and doors on the front elevation. Relocation of existing external staircase (existing first floor use as office accommodation remains unchanged).

APPROVED Wed 06 May 2020

19/02394/FP | Side extension to existing triple garage and insertion of three front and one rear dormer windows. Two front porch extensions and replacement of external staircase.

REFUSED Tue 17 Dec 2019

16/02051/1 | Erection of residential annexe to farm house following demolition of existing store building.

REFUSED Mon 05 Mar 2018

16/02518/1LB | Erection of residential annexe to farm house following demolition of existing store building.

REFUSED Mon 05 Mar 2018

15/00099/1LB | Tanking of cellar and internal alterations (as amended by drawing no. SCF/20/2A received on 07/05/2015)

APPROVED Mon 11 May 2015

11/01683/1DOC | Condition 4: Landscape details | Manor Farmhouse Manor Farm Church Lane Graveley Hitchin SG4 7BN

APPROVED Mon 19 Sep 2011

11/01765/1DOC | Condition 11: Details and/or samples of materials to be used on all external elevations and the roofs

APPROVED Thu 29 Sep 2011

11/01766/1DOC | Condition 12: Archaeological written scheme of investigation

APPROVED Mon 19 Sep 2011

07/00450/1LB | Satellite dish on chimney (as amended by drawing SCF/18/1A received on 19/06/07 and drawing SCF/18/2B received on 04/07/07).

APPROVED

## Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

☐ Yes

☒ No

## Listed Building Alterations

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes  
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes  
☐ No

b) works to the exterior of the building?

- ☐ Yes  
☒ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☐ Yes  
☒ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes  
☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to drawing no: BH23023-BM3-00-ZZ-DR-A-10110 House and Extension - Plans and Elevations - P04

## Materials

Does the proposed development require any materials to be used?

- ☒ Yes  
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

**Type:**

External walls

**Existing materials and finishes:**

Brick

**Proposed materials and finishes:**

Timber Cladding and Metal Roof

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes  
☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to drawing no:

BH23023-BM3-00-ZZ-DR-A-10111 Outbuilding and Entrance Gate - Plans & Elevs-P04

BH23023-BM3-00-ZZ-DR-A-10110 House and Extension - Plans & Elevs-P04

## Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- ☐ Yes  
☒ No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes  
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent  
☐ The applicant  
☐ Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes  
☐ No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

Officer name:

Title

First Name

\*\*\*\*\* REDACTED \*\*\*\*\*

Surname

\*\*\*\*\* REDACTED \*\*\*\*\*

Reference

24/00243/PREH

Date (must be pre-application submission)

13/02/2024

Details of the pre-application advice received

The summary of the report stated as below:

'Paragraph 203 of the Framework states the desirability of new development making a positive contribution to local character and distinctiveness. Great weight has been placed on the conservation of both assets (para 205) and I have considered whether the approach taken is a clear and convincing justification (para 206). There is hopefully sufficient content in the above advice to inform next steps by way of making formal applications and I await feedback in due course. However, I appreciate that my feedback on the walled garden buildings may be problematic, and I am not entirely convinced by the garage proposal either.'

In response of the above advice, we have omitted the garage proposal. We have drawn up the driveway gate elevation and position on the plan. We have drawn up plans and elevations for the extension. We have also drawn up the plans and elevations for kitchen garden outbuildings. Please see the drawings along with this application for your consideration.

## Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

## Ownership Certificates

### Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☒ Yes
- ☐ No

### Certificate Of Ownership - Certificate A

**I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.**

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

Mr

First Name

Mah E Kamil

Surname

Faisal

Declaration Date

18/09/2024

☒ Declaration made

## Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Mah E Kamil Faisal

Date

17/10/2024