

DELEGATED FILE NOTE

CASE OFFICER: ...Thomas Howe.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/03018/LBC	Existing ATM lowered in height. Replacement of the existing automated front entrance door. Internal and external alterations.	5 - 6 High Street Hitchin Hertfordshire SG5 1BH

Submitted Plan Nos

18864-DB3-S01-XX-DR-A-90001_ 18864-DB3-B01-00-DR-A-20011 18864-DB3-B01-00-DR-A-20111 - Rev A 18864-DB3-B01-01-DR-A-42001_ 18864-DB3-B01-01-DR-A-41001 18864-DB3-B01-01-DR-A-20101_ 18864-DB3-B01-01-DR-A-02001 18864-DB3-B01-00-DR-A-43601 18864-DB3-B01-00-DR-A-42001_ 18864-DB3-B01-00-DR-A-35101_ 18864-DB3-B01-00-DR-A-2010 18864-DB3-B01-00-DR-A-03001 18864-DB3-B01-00-DR-A-20001 18864-DB3-B01-00-DR-A-35001_ 18864-DB3-B01-00-DR-A-20001 18864-DB3-B01-01-DR-A-20001

1.0 Policies

2.0 Site History

- 2.1 25/03024/FP - Existing ATM lowered in height. Replacement of the existing automated front entrance door.– Pending and Concurrent
- 2.2 25/03025/AD - Existing ATM lowered in height with illuminated collar surround. Installation of externally illuminated fascia panel (with LED lighting bar) externally illuminated Barclays branded Eagle /text signage and externally illuminated projecting Barclays branded Eagle signage. - Pending

3.0 Representations

- 3.1 **Conservation Officer** – No Objection. Recommends pre-commencement materials condition.
- 3.2 Neighbours:

N/A

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The application site comprises 5-6 High Street, Hitchin. The use of the ground floor is for a bank. The building is Grade II Listed, and it is within the Hitchin Conservation Area. The list entry reads as follows:

“1. 5255 HIGH STREET (West Side) Nos 5 & 6. TL 1829 SW 1/99 II GV

2. Mid C19 in Italianate style. Impressive stucco building with careful details. Modillion cornice to hipped Welsh slated roof. 3 storeys, quoins, vermiculated ground floor. 3 storeys, 2nd floor architrave surrounds, first floor eared architrave surrounds, pediments. Slightly recessed wings. 1 window on left, 2 storeys on right.

Nos 1 to 6 (consec) form a group with No 33 Market Place.”

4.2 **Proposal**

- 4.2.1 Listed Building Consent is sought for:

Existing ATM lowered in height. Replacement of the existing automated front entrance door. Internal and external alterations.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are the impact the proposed stud wall would have on the character and appearance on the grade II listed building and the Hitchin Conservation Area.
- 4.3.2 The Conservation officer advised no objection to the proposed development. The Conservation officer considers that the proposed works would not significantly detract or impact on the listed building to merit an objection. The Conservation officer raises no objections to the introduction of stud walls and other internal alterations.
- 4.3.3 The impacts of the proposal on the character and appearance of the building and its significance as a designated heritage asset are considered acceptable.

4.4 **Conclusion**

- 4.4.1 The proposals are acceptable in listed building terms.

4.5 **Alternative Options**

- 4.5.1 None applicable.

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. Notwithstanding the plans not including full details of materials, the details specified by emails received 10 and 11 February 2026, and as agreed by the Conservation Officer shall be implemented on site and retained in perpetuity with the external alterations hereby approved unless otherwise agreed in writing by the Local Planning Authority.

Reason: To ensure a suitable visual relationship with the Listed Building and the surrounding Conservation Area, to comply with Policy HE1 of the North Hertfordshire Local Plan 2011 -2031 and Section 16 of the National Planning Policy Framework.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 18 February 2026	