

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/03024/FP	Existing ATM lowered in height. Replacement of the existing automated front entrance door.	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

1.0 Policies

2.0 **Site History**

- 2.1 25/03018/LBC - Existing ATM lowered in height. Replacement of the existing automated front entrance door. Internal and external alterations.
- 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 **Neighbour Consultation** – None received.
- 3.2 **Conservation Officer** – No Objection. Recommends pre-commencement materials condition.

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 Existing ATM lowered in height. Replacement of the existing automated front entrance door.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:

- The principle of the development.
- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the area.
- The impact that the proposed development would have on the living conditions of neighbouring properties.
- The impact that the proposed development would have on car parking provision in the area.

- The impact that the proposed development would have on the environment.

Design and Appearance:

- 4.3.2 Policy D1 of the Local Plan states that development will be granted provided the design of the development appropriately and positively responds to the site's local context together with other criteria to encourage a positive and sustainable form of development. Policy D2 of the Local Plan requires extensions to houses and the erection or replacement of buildings to incorporate design that is sympathetic to the main building in terms of its scale, form and orientation and does not harm the character and appearance of the locality around the site. These policies are broadly consistent with Section 12 of the National Planning Policy Framework. Policy HE1 emphasises how permission will be refused where proposals would cause substantial harm or a loss of significance to a Heritage Asset, in this case, the Conservation Area, and permission should be refused unless it can be demonstrated that the proposal is necessary to deliver considerable public benefits to outweigh this harm or loss. Policy SP13 emphasises how great weight will be given to the potential harms to the significance of heritage assets, seeking their conservation and management of their setting. This policy is broadly consistent with Section 16 of the National Planning Policy Framework. Section 72 of the Planning (Listed Building and Conservation Areas) act 1990 emphasises that development should seek to the preservation or enhancement of the Conservation Area.
- 4.3.3 The proposed external alterations together with the signage and altered ATM point would preserve the character of the building and surrounding area, and would reflect the nature of its use. The building would be typical of its use and the commercial nature of the area, and is therefore considered to be acceptable in design terms. It is noted that that Conservation Officer has not objected to the proposal, considering the impacts upon the Listed Building and Conservation Area are acceptable.
- 4.3.4 The proposed development is therefore considered to be in compliance with Policies D1 and D2 of the Local Plan and the core principles set out within Section 12 of the National Planning Policy Framework. The design and appearance are therefore acceptable. The potential impacts to the surrounding Conservation Area are considered to be acceptable, and the significance of this heritage asset will not be unacceptably harmed. Policies HE1 and SP13 of the Local Plan 2011-2031 and Section 16 of the NPPF are considered to be complied with. The development is considered to comply with Section 72 of the Planning (Listed Building and Conservation Areas) act 1990. The design and appearance are therefore acceptable.

Impact on Neighbouring Properties:

- 4.3.5 Policy D3 of the Local Plan permits development that does not result in unacceptable harm to the amenity of neighbouring occupiers and where necessary encourages the use of mitigation measures to reduce these impacts. This is generally reflected by the provisions within the National Planning Policy Framework.
- 4.3.6 The proposed development would not substantially enlarge the bulk of the dwelling, and would not result in noise generation that would be harmful to the amenities of neighbouring occupiers. No neighbour objections were received.
- 4.3.6 Given the above, it is considered that the proposed development would result in no unacceptable detrimental impact upon neighbouring occupiers and is therefore compliant with Policy D3 of the local plan and the aims of the National Planning Policy Framework.

Environmental Implications:

- 4.3.7 The proposed development, by virtue of its limited scale in general terms together with the sustainable location would have no significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF.

4.4 **Conclusion and Planning Balance**

- 4.4.1 The proposed development is considered acceptable and is considered to comply with the necessary provisions of the Local Plan policies and the National Planning Policy Framework. Grant conditional permission.

4.5 **Alternative Options**

- 4.5.1 None applicable.

5.0 **Recommendation**

- 5.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

Biodiversity Net Gain

1. This development is not subject to the statutory Biodiversity Gain Plan condition because it is considered exempt under the statutory exemptions (<https://www.gov.uk/guidance/biodiversity-net-gain-exempt-developments>) or transitional arrangements in respect of the biodiversity gain condition.

Proactive Statement:

Planning permission has been granted for this proposal. Discussion with the applicant to seek an acceptable solution was not necessary in this instance. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

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