

DELEGATED FILE NOTE

CASE OFFICER: ...Mark Simmons.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01455/LBC	Removal of 1 no. basement door and replace with 1 no. FD60 white door with white Beech door frame. Fire safety remedial works to gas meter room door and basement area. Installation of fire line plasterboard to basement ceiling, underside of staircase and right hand side wall	Flat 1 14 Hitchin Street Baldock Hertfordshire SG7 6AE

Submitted Plan Nos

Fire Stopping Survey dated 18 July 2024 Location plan

HE1 Designated heritage assets

SECN16 Conserve + enhance historic environment

2.0 **Site History**

2.1 The following is the only relevant history on file:

12-14 Hitchin Street

N/691/61 – Conversion of premises to flats etc.

Sep 1961

14 Hitchin Street

N/282/57 – Change of use of house to hotel annexe.

April 1957

1/1562/76 – Change of use.

Dec 1976

3.0 **Policies**

3.1 Policy HE1 of the North Hertfordshire Local Plan 2011 – 2031 is relevant as are the following paragraphs of Section 16 of the National Planning Policy Framework (Dec 2024):

- ☐ **207** (*local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting*)
- ☐ **210** (*desirability of new development making a positive contribution to local character and distinctiveness*),
- ☐ **212** (*great weight should be given to the asset's conservation*),
- ☐ **213** (*clear and convincing justification*), and
- ☐ **215** (*harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use*).

4.0 **Representations**

4.1 **Press & site notices** – Internal alterations only therefore no requirement to advertise proposal but press & site notices displayed, and no comments received.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

5.1.1 Nos 12-14 Hitchin Street are grade II listed and are located within the Baldock Conservation Area. Both the building and the area are Designated Heritage Assets for the purpose of applying the aims of Section 16 of the NPPF. Flat 1 occupies part of no.14 and the list entry reads as follows:

C19. Yellow brick, Welsh slated roof with bracketed cornice. 3 storeys, second floor band, 5 sash windows, ground and first floor segmental lintels, second floor flat lintels. 2 ground floor canted bay windows. 6 panelled doors, 2 panels glazed; No 12 has segmental fanlight with ornamental glazing bars, No 14 rectangular fanlight, panelled reveal and Doric porch. Included for group value.

Nos 2 to 16 (even) form a group.

5.2 Proposal

- 5.2.1 The application is described as: ***Removal of 1 no. basement door and replace with 1 no. FD60 white door with white Beech door frame. Fire safety remedial works to gas meter room door and basement area. Installation of fire line plasterboard to basement ceiling, underside of staircase and right-hand side wall.***

5.3 Key Issues

- 5.3.1 The main issue is to consider the impact of the works on the special character of the listed building. As the works are internal only the character and appearance of the Baldock Conservation Area is not affected.
- 5.3.2 The works are relatively minor and generally to the basement. The following content of SSP Compliance Ltd's Fire Stopping Survey dated 18 July 2024 is noted:

UNDERSIDE OF FLOOR

Fire boarding required to underside of staircase and flooring above to provide a minimum of 60minutes fire resistance.

PENETRATIONS

Multiple penetrations through walls and ceiling require fire stopping with ablative materials

FIRE DOORS

2no fire doors are required to be upgraded to an FD60s to compartmentalise

5.4 Alternative Options

- 5.4.1 Nonapplicable.

5.5 Pre-Commencement Conditions

- 5.5.1 Nonapplicable.

5.6 Conclusion

- 5.6.1 It is considered that the proposed works will not occasion harm to the listed building's special character thus satisfying the provisions of Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the aims of Section 16 of the NPPF and the aims of Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

6.0 Recommendation

- 6.1 That listed building consent be **GRANTED** subject to the following condition:

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.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 22 August 2025	