

DELEGATED FILE NOTE

CASE OFFICER: ...Tricia Craggs.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01183/LBC	Single storey side garden room extension to include flue pipe and re-positioned window following removal of existing porch canopy (as a variation of listed building consent ref: 25/02070/LBC granted on 17/10/2025).	5 Westbury Farm Close Offley Hertfordshire SG5 3FL

Submitted Plan Nos

Location Plan SU-01C SU-02A SU-03A PL-01B PL-02B PL-03B PL-04A

1.0 Policies

HE1 Designated heritage assets

2.0 **Site History**

2.1 The most recent planning history is :

25/02070/LBC

Single storey side garden room extension following removal of existing porch canopy.

3.0 **Policies**

3.1 Section 16: Conserving and enhancing the historic environment of the National Planning Policy Framework (July 2021). Relevant paragraph numbers at Section 16 are as follows: 197, 199, 200 and 202.

Policy HE1 of the North Hertfordshire Local Plan 2011-2031.

4.0 **Representations**

4.1 **Press & site notices** – No comments received.

5.0 **Planning Considerations**

5.1 **Site and Surroundings**

5.1.1 No. 5 Westbury Farm Close forms part of a collection of three separate dwellings within a grade II listed former farmhouse.

No. 5 occupies the north crosswing of the block, with the garden of no. 5 located along the north/side elevation, separated from nos. 3 and 4 which form the remainder of the farmhouse. The farmhouse is predominantly 2-storey, with attic accommodation in the north crosswing, and single storey to the south. It is finished externally in a pink render, with steeply pitched plain tile roofs.

The proposal is also located within the Offley Conservation Area.

5.2 **Proposal**

5.2.1 The application is described as:

Single storey side garden room extension to include flue pipe and re-positioned window following removal of existing porch canopy (as a variation of listed building consent ref: 25/02070/LBC granted on 17/10/2025)

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 and upon the Offley Conservation Area.
- 5.3.2 Given that listed building consent was granted under 25/02070/LBC a full assessment has been provided resulting in a consent. This application seeks to vary that by the works described below.
- i. The addition of an external flue through the flat roof to serve a log burning stove.
 - ii. The re-positioning of a slot window on the 'End Elevation C' to create suitable internal space to accommodate the log burner.

Impact on the listed building

- 5.3.4 The proposed variations as described above are considered not to cause harm to the character or significance to the listed building due to the de minimus nature of the works.
- 5.3.5 Equally there is no harm caused to the character and appearance of the conservation area for the same reasons.

5.4 Alternative Options

- 5.4.1 None

5.5 Pre-Commencement Conditions

- 5.5.1 None applicable.

5.6 Conclusion

- 5.6.1 It is considered that the proposal will not occasion harm to the listed building's special character or harm the character or appearance of the Offley Conservation Area. The proposal, thereby, satisfies the provisions of Sections 16(2) and 72(1) 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 I recommend that listed building consent be **GRANTED**.

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 June 2026	