

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01111/LBC	Replacement of 3no. ground floor windows (2no. Northeast Elevation and 1no. Southeast Elevation) with timber windows incorporating a 10.15mm vacuum glazing system and black monkey tail ironmongery. Installation of a Mechanical Heat Recovery Unit (MHRU) incorporating an external vent on Southeast Elevation.	5 Pryors Court Whitehorse Street Baldock Hertfordshire SG7 6QU

Submitted Plan Nos

Location Plan Front Elevation Ref-007 Site Plan Ref-008 - Elevation Plans

1.0 Policies

HE1 Designated heritage assets

2.0 Site History

2.1 The following application is specific to no.5 Pryors Court.

25/02953/PRELB - Replacement of rotting windows, repairs of water damage to shared interior wall, fit heat recovery unit to control damp problems on external facing wall.

Response issued 28 January 2026

The following applications relate to Flats 1 to 27 Pryors Court.

78/01350/1LB - Erection of two external fire escape staircase, provision of ground floor fire escape door and block up ground floor window.

CON 18.10.1978

84/01475/1LB - Listed Building Consent for the demolition of garage, boiler house and store.

CON 05.12.1984

84/01530/1 - Alteration and conversion of warehouse into 27 one- and two-bedroom residential units together with the retention of part of the building for office purposes. Erection of 4 two-bedroom dwellings, first floor link at rear, provision of 37 parking spaces, new vehicular access onto Clothall Road and ancillary works.

R 25.02.1985

85/00607/1 - Alterations and conversion of warehouse into 26 one- and two-bedroom residential units together with retention of part of the building for office purposes. Erection of 4 two-bedroom dwellings, first floor link at rear, provision of five garages, 31 car parking spaces, vehicular access onto Clothall Road and ancillary works. Retention of existing shop unit.

CP 29.05.1985

85/00544/1LB - Listed Building Consent for alteration and conversion of warehouse into one- and two-bedroom residential units together with erection of rear first floor link, ancillary works and retention of existing shop and offices.

CON 28.06.1985

The following application relates to no.16 Pryors Court.

02/01001/1LB - Replacement of two existing fixed windows with frosted glass with opening windows with plain glass

CP 08.10.2002

The following application relates to nos.10,12,14,15, 17 and 18 Pryors Court.

11/02682/1LB - Replacement of 12 fixed, timber framed windows with top-hung, flush framed, opening windows.

CCON 19.12.2011

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):

- 135 c) (*sympathetic to local character and history, including the surrounding built environment*),
- 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 **Baldock, Bygrave and Clothall Neighbourhood Planning Group** – No comments received

Press & site notices – No comments received.

5.0 Planning Considerations

5.1 **Site and Surroundings**

5.1.1 44 Whitehorse Street is grade II listed and located within the Baldock Conservation Area. The building and the area are designated heritage assets for the purpose of applying the aims of the NPPF. The list entry is provided at the following link.

<https://historicengland.org.uk/listing/the-list/list-entry/1102093?section=official-list-entry>

As noted in the description, this listed building comprises late C18 ranges round yard, some C19 and C20 additions and alterations. Brick and plaster, roofs tiled and slated, some corrugated. 2 storeys, 11 windows on east front, 9 to south. Conical slate roofed kiln funnel in east range. No.5 Pryors Court is located on the ground floor in the southeast corner of the courtyard and north of Icknield Court.

5.2 **Proposal**

5.2.1 The application is described as: ***Replacement of 3no. ground floor windows (2no. Northeast Elevation and 1no. Southeast Elevation) with timber windows incorporating a 10.15mm vacuum glazing system and black monkey tail ironmongery. Installation of a Mechanical Heat Recovery Unit (MHRU) incorporating an external vent on Southeast Elevation.***

5.3 **Key Issues**

5.3.1 The key issues are to assess the impact of the proposal on the listed building's special character and upon the character and appearance of the Baldock Conservation Area.

- 5.3.2 With reference to Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, the following should be noted: *"In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special interest or historic interest which it possesses"*.
- 5.3.3 Within a Conservation Area, the Council has a duty to pay special attention to the desirability of preserving or enhancing the character or appearance of that area, in accordance with Section 72 of the Listed Building and Conservation Areas Act (1990). Furthermore, Section 16 of the National Planning Policy Framework (NPPF) sets out guidance relating to sustaining and enhancing heritage assets.
- 5.3.4 At the pre-app stage the applicant was advised that the existing windows are not of special interest either architecturally or historically. However, because no.5 is one of several properties forming the Pryors Court development it is important that the window type, framing width/detailing and external finish are consistent with other windows in the group to maintain a coherent external appearance. The applicant was advised that the new windows will need to closely replicate what is currently there and that the type of glazing system to be used should be specified.
- 5.3.5 At the pre-app stage the case officer noted that a consequence of installing a Mechanical Heat Recovery Unit (MHRU), would be that external alteration would be limited to a 'discreet external vent to a wall under an archway' which may be considered de minimis but that considering that an application for listed building consent is required for the windows, the applicant was advised to include this in this application.
- 5.3.6 The submitted Design and Access Statement states:
- The survey I commissioned before purchasing the flat showed a significant damp problem. The three windows are rotten with damp and one has deteriorated to the extent that the window cannot be opened safely due to the crumbling wood frame. Following advice from our local planning officer I propose to replace all three windows in the flat with almost identical new wooden windows. The manufacturer specialises in historic buildings and states that the new windows will be almost indistinguishable from the originals.*
- Following a further survey from a specialist damp proofing company, I propose to minimise future damp problems by fitting a Mechanical Heat Recovery Unit in the flat. This will be fitted to the wall of the flat facing the path to the car park, with an external white plastic 220mm x 220 mm vent discreetly situated under an archway. Internally there will be a similar sized white plastic vent, and control will be via a remote control unit.*
- 5.3.7 The window specification on drawing no. 001601 Rev sch-1, refers to the windows being manufactured in engineered redwood, finished with RAL colour 8022 (Black Brown), Vacuum glazed with 10.15mm PassivGlass and incorporating black Monkey Tail ironmongery. The specification is considered acceptable.

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 replacement windows and installation of a Mechanical Heat Recovery Unit (MHRU) will not occasion harm to the listed building's special character or harm to the character or appearance of the Baldock Conservation Area. The proposal will satisfy 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** 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 June 2026	