

Our ref: AK/CN/5291

Planning Portal Ref: PP-14312762

8th September 2025

Development and Conservation
North Hertfordshire District Council
PO Box 10613
Nottingham
N66 6DW

Dear Sir / Madam,

CODICATE HOUSE, THE PARK, HEATH LANE, CODICATE, HITCHIN, HERTFORDSHIRE SG4 8YU APPLICATION FOR PLANNING PERMISSION AND LISTED BUILDING CONSENT FOR THE ERECTION OF A REAR BRICK GARDEN ROOM AND COVERED OUTDOOR DINING AREA

On behalf of the applicant, Rysaffe Fiduciaires Sarl as Trustee of the Malt Trust, Vincent + Gorbing are submitting this planning application and Listed Building Consent in relation to Codicote House, Codicote, Hitchin, SG4 8YU for.

“Erection of a brick garden room and covered outdoor patio area, together with internal alterations and alterations to the garden levels and paving.”

The proposed development is for an additional covered external dining area adjacent to the already consented sunroom. This has been approved under previous planning permission and Listed Building Consents 22/01879/FPH and 22/01880/LBC which were approved on the 14th February 2023. These applications were for the renewal of the previous permissions 21/01512/FPH and 21/01513/LBC, which were also renewals for 18/02280/FPH and 18/02281/LBC granted on 8th November 2018 for the proposed alterations and addition to the service range of Codicote House.

The sunroom extension has not yet been constructed, and the applicant now wishes to further extend the consented sunroom to create a covered external dining area, and minor alterations to the footprint and façade of the consented sunroom to create a more harmonious architectural response. The provision of a new traditional stone door-case from the consented scheme remains as part of the proposed development

Proposed Development

The proposed development concerns the further extension of the consented sunroom to create a covered external dining area, and minor alterations to the footprint and façade of the consented sunroom (LPA refs: 22/01879/FPH and 22/01880/LBC). The extension will provide an additional 91sqm of floorspace to the rear of the property.

The proposals can be summarised as the following:

The proposals include a number of elements that are the same as the consented scheme which include:

- The provision of a new traditional stone door-case to the secondary entrance on the east elevation of the service range;
- The formation of a new opening to the west elevation of the service range and the removal of the recently inserted central door;
- The proposed internal alterations to the heavily altered kitchen range; and

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- The proposed alterations to the garden levels to the west of the service wing and the renewal of paving to enhance the relationship between the house and garden.
- In addition, the proposed development also involves the extension of the consented sun room to create a covered external seating area. Additionally, the proposals involve minor alterations to the footprint and façade of the consented sun room.

The extension has been designed to provide a minimum built form on the northern and western elevations. As a result, the existing back wall of the extension and the former extents of the listed building are visible to the rear of the property.

The proposed materials for the extension are the same as those approved under the previous permissions and are in keeping with the materials used across the site. The proposed materials match that of the existing building and comprise Gault brick and slate roof finishes with a minimally framed metal glazing system.

Site Context

Codicote House is located to the north of Heath Lane and to the west of High Street (B656) on the west side of Codicote Village. The site comprises a detached dwelling which is Grade II Listed which is situated within the southern half of its extensive grounds. The site's main access is from Heath Lane to the east.

The 2 storey dwelling likely dates from the early nineteenth century and was built on the site of an earlier house. The house has undergone substantial changes through the generations and was extensively refurbished in 1910 in an early Georgian style for the banker Everard Martin Smith. The building was listed in May 1968.

The surrounding area comprises mainly of single, and two-storey detached and semi-detached residential dwellings and Codicote Church of England Primary School to the east and south, with open space to the north and agricultural land to the north and west of the site.

The house and its immediate grounds facing Heath Lane and facing towards the High Street are located within the Codicote Conservation Area and the dwelling and curtilage area located within the Green Belt.

The site is identified as being located within Environment Agency Flood Zone 1 (lowest risk of flooding) and has a low risk of surface water flooding

Planning History

The most recent and relevant planning and listed building consent records to this application are:

- **22/01879/FPH** - External modifications to lobby entrance of service range. Erection of a new brick garden room and abutting metal-framed covered external seating area to west elevation of the service range. Alterations to the garden levels and paving to the west of the service wing (as amended by drawing nos. 11150 P2; 11151 P2, 12107 P2; 12159 P2; 18140 P2 and 18141 P2 and amplified by drawing no. 12202 P3 all received on 22/11/2022).
- **22/01880/LBC** – A Listed Building Consent Application for the “External modifications to lobby entrance of service range. Enlargement of rear door opening to service wing and insertion of french doors with side lights. Erection of a new brick garden room and abutting metal framed covered external seating area to west elevation of the service range. Internal alterations to ground floor of service wing (as amended by drawing nos. 11150 P2; 11151 P2; 12107 P2; 12159 P2; 18140 P2 and 18141 P2 and amplified by drawing no. 12202 P3 received on 22/11/22)”

There have been other planning and listed building permissions for small additions and modifications of the last 8 years or so, some of which have not been implemented, including the works that are currently being applied for.

Planning Policy

The relevant Development Plan Policy and Guidance for North Hertfordshire District Council comprise:

- North Hertfordshire Local Plan 2011-2031
- Planning Policy Map

The following documents are considered material for consideration of the proposed scheme:

- National Planning Policy Framework
- Planning Policy Guidance
- Design SPD July 2011

The Council's Policy Map shows the following designations for the site:

- Green Belt
- Codicote Conservation Area

In January 2024, Cabinet approved a full review and update of the North Herts Local Plan – setting stage for a refreshed vision across the district. According to the North Herts Local Development Scheme adopted in January 2025, the review of the Local Plan is not yet anticipated to be adopted until December 2027.

Planning Analysis

Principle of Development

Paragraph 153 of the NPPF states inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances.

Paragraph 154 of the NPPF requires local planning authorities to have regard to the construction of new buildings in the Green Bel which by definition are identified as inappropriate development. However, the NPPF sets out various examples of development that would not be considered inappropriate development in the Green Belt including part c)

“the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building”.

Local Plan Policy SP1 (Sustainable development in North Hertfordshire) supports the principles of sustainable development within North Hertfordshire. The Council will grant permission for proposals that create high-quality developments, that respect and improve their surroundings and provide opportunities for healthy lifestyle choices.

Local Plan Policy SP2 (Settlement Hierarchy) outlines Codicote as a Category A settlement and states, general development will be allowed within the settlement boundary.

Local Plan Policy SP5 (Countryside and Green Belt) states that inappropriate development within the Green Belt will not be permitted.

Local Plan Policy SP8 (Housing) identifies that housing growth, and the delivery of homes will be supported across the Borough.

As stated in the NPPF, the proposed development is considered to be appropriate to the Green Belt and does not constitute a disproportionate addition compared to the original building. The proposed development comprises a single storey extension with an additional floorspace of 91sqm and is modest in nature.

The existing dwelling has been altered and extended considerably. The proposed development is limited to the servants' wing of the building, which has more tolerance to change in heritage terms. The proposed development is sympathetic to the existing character and would not result in significant visual impact.

The Council previously supported a smaller rear extension under planning permission (ref: 21/01512/FPH) and listed building consent (ref: 21/01513/LBC) and stated that the development would comply with local and national planning policies. The officer stated in their report that the extension was a “... very modest increase in footprint compared to the overall footprint as now exists. Given its single storey appearance and location set back behind the rear wall of the original house, together with the large grounds within which the property is located, the proposed garden room would have very little, if any, impact on the openness of the Green Belt and could not be considered inappropriate development”.

Given the proposed extension is only extending by 10% in footprint, retains its single storey height, is of an open nature with a minimum built form and is set back behind the rear wall of the original house, it is still considered a modest extension as required by planning policy and would have a negligible impact on the openness of the Green Belt.

Therefore, it is considered that the proposed development does not constitute inappropriate development within the Green Belt and is supported in principle.

Design and Heritage

NPPF Paragraph 207 states when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation.

Local Plan Policy SP9 (Design and sustainability) considers good design to be a key aspect of sustainable development and supports development where it is well designed and located and responds positively to its local context.

Local Plan Policy SP13 (Historic environment) protects the historic environment and will only permit development where heritage assets and their settings are retained, preserved and enhanced.

Local Plan Policy D1 (Sustainable Design) seeks proposals to respond positively to the site's local context.

Local Plan Policy D2 (House extensions, replacement dwellings and outbuildings) reciprocates the aims of the currently adopted Local Plan Policy 28 and requires extensions to be sympathetic to the existing house in terms of the height, form, proportions, window details and materials. Rear extensions must not dominate adjoining properties and are required to be well related to the levels of adjoining properties, the direction the house faces and the distance between the extension and the windows in the next door properties.

The Design SPD paragraph 137 states places and buildings should be capable of being used for a variety of activities and uses and should be designed to be flexible in their use can allow for changes in the future. The Council note that this can occur through a building being extended and modified to suit changing circumstances i.e. through conversion of roof-space or extension added to the rear of a property.

The proposed development introduces a high quality design that mirrors the previously approved extension and the design, appearance and materials of the host building. The proposed single storey extension is modest in height, scale and bulk, comprising 91sqm and minimal built form and is carefully located to the rear of the property to minimise the impact to the site's surrounding area.

The submitted Design and Access Statement by BAM Design Architects provides details of the design of the proposals. The materials consist of matching Gault brick, slate roof finishes, a minimally framed metal glazing system and gauged brickwork to the openings that will align. These materials match those of the existing elevation of the service range and are all in keeping with the site's context.

The proposed alterations to the garden levels to the west of the service wing will enhance the relationship between the house and garden, providing an improved amenity for the users, with the provision of a strong plinth for the garden room addition.

The proposals have been designed in a holistic, cohesive manner as part of a master-plan for the site with a strong consideration of the existing hierarchical composition of the existing forms and materials. The interventions have been considered from all significant vantage points within the wider park landscape to develop a sensitive and well balanced architectural language and material palette.

The proposals seek to greatly enhance the relationship between the house and its landscape. While the existing formal landscape is a modern arrangement, there is currently no intermediary element between the house and its immediate landscape context.

A Heritage Statement, prepared by RPS, is provided with the application submission. This Statement states that the proposed development would alter a part of the building that has already undergone change over time and further

change is consented through the approved scheme. Other changes include the consented utilities extension and the many internal changes that have been implemented. The proposed development would therefore affect a part of the listed building that has changed across the twenty-first century, with further changes consented.

In terms of overall layout, the proposals present a minimal departure from the consented scheme. While the proposed development would see an increase in built form across the ground floor of the servants' wing when compared to the consented sunroom, the design of the proposals minimises any potential impact. The size of the proposals has been carefully considered to provide the required external area whilst remaining subservient to the host building.

The Heritage Statement notes that the impact is further limited by the nature of the new covered seating area. The proposed additional area is an external space, comprising a covered canopy with open sides. This reduces the visual impact of the proposals and allows for views through to the façade of the original servants' wing. Additionally, the roof of the proposed external space includes large glass panels, further assisting with the sense of openness.

The use of glass across the rest of the proposed sunroom also ensures high degree of visual permeability. The design also aligns the openings of the proposed sunroom with the adjacent historic openings. As such, the proposed sunroom extension and seating area still allows for an appreciation of the historic extents and features of the historic servants' wing and the rhythm of its facade, which allows for an appreciation of its significance.

The proposed development would cause an alteration to one small element of the conservation area. This alteration would not be appreciable from the vast majority of the conservation area due to the screened nature of the grounds of Codicote House. Where at all appreciable, the proposed development would present only a minor change from the consented sunroom extension. As discussed within the assessment of impact of the listed building, this change is

located in a part of the conservation area with a higher tolerance to change and has been carefully designed to respond to its built context.

The proposals therefore eliminate any heritage impact through their form, scale, detailing, and overall architectural response. It is therefore considered that the proposed development would have no impact on the significance of the listed building or to the Codicote Conservation Area, and thus preserve its special architectural and historic interest.

Under the previous application (22/01879/FPH) the Conservation Officer withdrew their objection subject to adherence to certain planning conditions, and we would be pleased to comply with these conditions again, as requested by the planning authority.

It is therefore considered that the development proposals are sympathetic in design and protects the historic environments in accordance with the Councils adopted planning policies.

Neighbouring Amenity

Local Plan Policy D3 (Protecting Living Conditions) seeks development to not cause unacceptable harm to living conditions.

Local Plan Policy D4 (Air Quality) requires development to consider the potential or actual impact on local air quality, both during the demolition/ construction phase and as a result of its final occupation and use.

The location of the proposed small extension is to the rear of the property and positioned away from any site boundaries and is not visible from the surrounding area. It is therefore considered that the proposed development will not cause a detrimental impact on the surrounding area or to the amenity levels of neighbouring developments.

The proposal therefore complies with adopted local and national planning policy and guidance

Submission

The documents submitted with the planning application include the following:

- This Planning Statement Letter;
- Application Form;
- CIL Form;
- Design and Access Statement, prepared by BAM Design Architects dated June 2022;
- Heritage Statement, prepared by RPS dated July 2022; and
- Drawings prepared by BAM Design as set out in the attached schedule.

The consented scheme drawing have be included for clarity. Please refer to **Appendix A** for drawing title and reference number.

Conclusion:

This application is a renewal of previous planning permissions 22/01879/FPH and 22/01880/LBC There are no changes to the previous planning consent. Overall, the proposal is modest in size and is considered to be in accordance with paragraph 154c in the NPPF and therefore, is appropriate development within the Green Belt, as previously identified by the planning officer for the lapsed planning permissions.

Due to the considered location, design, and architectural expression of the proposals, it is concluded that the proposed alterations would have no impact on the significance of the Grade II listed building, thus preserving its special architectural and historic interest.

I trust that you have all the information you require to register this application. If, in the interim, you have any queries please do not hesitate to contact myself at asya.kilinchan@vincent-gorbing.co.uk at this office. We look forward to your formal acknowledgement of the application.

Yours sincerely,
(for Vincent + Gorbing)

Asya Kilinchan
Assistant Planner
Vincent + Gorbing

Appendix A

Application Drawings	
Title	Drawing No.
Site Location and Boundary Plan	4498-CDH-BMD-Z1-00-DR-A - 10001 - P2
Ground Floor – Existing Plan	4498-CDH-BMD-Z1-00-DR-A - 13002 - P2
Existing Contextual Elevations	4498-CDH-BMD-Z1-XX-DR-A - 12156 - P2
Family Entrance – Existing	4498-CDH-BMD-Z1-ZZ-DR-A - 18101 - P2
Existing Elevations	4498-CDH-BMD-Z1-ZZ-M3-B - 12000
Ground Floor Plan	4498-CDH-BMD-Z1-00-DR-A - 11130 - P2
Sunroom – External Elevations	4498-CDH-BMD-Z1-XX-DR-A - 18102 - P4
Proposed Elevations – Phase 2	4498-CDH-BMD-Z1-XX-DR-A - 12105 - P2
Contextual Elevations – Phase 2	4498-CDH-BMD-Z1-XX-DR-A - 12155 - P2
Family Entrance – Proposed	4498-CDH-BMD-Z1-XX-DR-A - 18100 - P4
Sun Room Proposed Sections	4498-CDH-BMD-Z1-XX-DR-A - 18103 - P2
Phase 2B – Ground Floor Plan	4498-CDH-BMD-Z1-00-DR-A - 11137
Phase 2B – First Floor Plan	4498-CDH-BMD-Z1-01-DR-A - 11138
Proposed Elevations – Phase 2A – Consented Scheme	4498-CDH-BMD-Z1-XX-DR-A - 12106
Phase 2B – Contextual Elevations - Proposed	4498-CDH-BMD-Z1-XX-DR-A - 12158
Utility Link Proposed Elevations	4498-CDH-BMD-Z1-XX-DR-A - 18162
Phase 2C – Proposed Ground Floor Plan	4498-CDH-BMD-Z1-00-DR-A - 11150 – P2
Family Entrance – Proposed	4498-CDH-BMD-Z1-00-DR-A - 18100 - P5
Phase 2C – Proposed First Floor Plan	4498-CDH-BMD-Z1-01-DR-A - 11151 – P2
Phase 2C – Proposed Elevations	4498-CDH-BMD-Z1-XX-DR-A - 12107 – P2
Proposed Dining Canopy – Contextual Elevations	4498-CDH-BMD-Z1-XX-DR-A - 12159 – P2
Proposed Dining Canopy Elevations	4498-CDH-BMD-Z1-XX-DR-A - 18140 – P2
Proposed Dining Canopy Sections	4498-CDH-BMD-Z1-XX-DR-A - 18141 – P2