

**Correspondence address:**

PO Box 10613, Nottingham, NG6 6DW

Telephone: 01462 474000**Application for Listed Building Consent for alterations, extension or demolition of a listed building****Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)****Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mr & Mrs

First name

Paul & Jaqueline

Surname

O'Neill

Company Name

Address

Address line 1

Poynders End, Tudor House Road From St Albans Highway To Poynders End

Address line 2

Address line 3

Town/City

Preston

County

Hertfordshire

Country

Postcode

SG4 7RX

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Michael

Surname

Collins

Company Name

Michael Collins Architect

Address

Address line 1

second floor

Address line 2

99 Bamcroft

Address line 3

Town/City

Hitchin

County

Country

Postcode

SG41NQ

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Internal and exterior repairs and minor alterations comprising of:
i) new flooring on the ground floor and first floor; ii) localised electrical upgrades and new lighting; iii) redecoration of the staircase; iv) internal joinery redecoration and fitting; v) en-suite refurbishment; vi) door bay infill; vii) external brickwork and door redecoration.

Has the development or work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☒ Grade II*
- ☐ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
- ☒ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☐ Yes
☒ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☒ Yes
☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☐ Yes
☒ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes
☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to the Listed Building Consent report attached to this application.

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

External walls

Existing materials and finishes:

Painted external bricks (white- yellow hue) Painted plaster (white- yellow hue)

Proposed materials and finishes:

The brickwork and plaster paint is outdated and poorly applied. To refurbish the painted facade, we proposed to be painted in a light colour from the Farrow & Ball palette, such as Pointing or Wevet, using breathable product. These changes will have a positive aesthetic impact on the heritage of the building and improve the breathability of the fabric. Additionally, these chromatic choices align more closely with the traditional colour range of historic buildings. Depending on the existing paint, a method will be chosen to safely remove paint from historic brick while preserving its character: • Steam cleaning, which is gentle on the brick. • Low-impact vapour blasting uses low-pressure air, water and a fine aggregate to gently remove paint and other materials from brick without damaging the surface. The paint for the brick will be applied with professional assistance, including testing an area sample and ensuring material compatibility.

Type:

External doors

Existing materials and finishes:

The external doors on the north side of the building are scheduled to be painted in a colour that reflects the historical colour scheme. These doors are in a pale water green and form part of the building's most recent extension, as outlined in Section 2 of the LBC report

Proposed materials and finishes:

The proposed colours are Down Pipe or Gravel Black from the Farrow & Ball paint range.

Type:

Internal doors

Existing materials and finishes:

The proposal intends to fill in one of the two doors that currently facilitate access to the sitting room on the ground floor. The objective of this intervention is to optimise the room's layout, which already boasts an acceptable proportion, by eliminating the redundant door.

Proposed materials and finishes:

Partition stud wall with plaster finish. As this work is a light infill intervention, it is considered to be a minor intervention on the fabric of the building formed with timber framework and clad joinery. This would not have any impact on the historical fabric and would therefore be easily reversible, should be required in the future.

Type:

Lighting

Existing materials and finishes:

The enhancement of electrical outlets will provide the optimal occasion for the upgrade of services and improvement of lighting in both storeys of the building. The current state of the house has resulted in wall lights becoming visible. In certain locations, the lighting has been found to be outdated. The project involves the replacement of the existing lighting with LED strips along the beams, with the aim of enhancing their aesthetic appeal.

Proposed materials and finishes:

Two existing sockets will be replaced and placed at higher levels in the gallery room on the ground floor, and further sockets have been installed to accommodate the new furniture layout. The pendant in the dining room is double-tiered in order to provide sufficient illumination for a longer table. In addition to the installation of LED strip lighting, the wall lights are to be upgraded. The electrical works are to be carried out in the majority of the house, with the exception of the kitchen and the two bedrooms that are not the primary bedroom. In addition, any electrical enhancement undertaken for the purpose of addressing a safety concern will be executed on a like-for-like basis.

Type:

Existing materials and finishes:

The current flooring is nearing the end of its useful life and would benefit from being replaced with a more modern, low-maintenance material. In terms of the existing structure, the current build-up on the ground floor suggests that there is a concrete slab beneath the carpet. The original floor would have been made of earth, with potentially some areas of tiling and timber flooring. There is limited evidence of any original flooring being retained. The concrete floor appears to date from the 20th century. The first-floor structure is wooden and will not be altered. This intervention is minimal and will have a negligible impact on the building. The current staircase is not the original hall house stair which is presumed to have been located in the rear bay. It is made up of black timber and a modern handrail. However, this combination fails to convey the contemporary character or the heritage of the house. The proposed work involves removing the handrail.

Proposed materials and finishes:

Floors: The proposed works would involve removing the existing flooring and replacing it with new flooring. On the ground floor, hardwood flooring will be installed in the area indicated on the plan below. The staircase will be re-carpeted as outlined in item 4.4. On the first floor, the primary bedroom will have a new tile floor with underfloor heating. Staircase: As it is unlikely that the steps are original, the proposal is to strip them and work from there. The steps could be left wooden if the rendering is acceptable, or they could be re-carpeted. We would like to propose a condition as part of any LBC to confirm the following intrusive works.

Type:

Internal walls

Existing materials and finishes:

Built-in Joinery: The existing built-in furniture, particularly in the primary bedroom, is outdated and not original feature. This LBC application is intended to renovate the furniture. On the ground floor, the existing shelving facing the French doors leading to the garden will be replaced to modernise the interior; the new shelving will have the same holding system as the previous shelving. A functional wall unit has been meticulously designed for the sitting room. The cabinet will be self-supporting and will not cause any damage to the wall structure. Staircase: The current staircase is not the original hall house stair which is presumed to have been located in the rear bay. It is made up of black timber and a modern handrail. However, this combination fails to convey the contemporary character or the heritage of the house. The proposed work involves removing the handrail and having the wood in lighter tone. Ensuite refurbishment: In conjunction with refurbishing the dressing room, the en-suite bathroom of the primary bedroom will be renovated due to the obsolescence of the existing outlets. This work is considered minor for two reasons. Firstly, the plasterboard or sanytary outlet are not historically significant, likely to date from the late 20th century or the early 2000s/2010s. The timber in the ceiling will remain unchanged following the work.

Proposed materials and finishes:

Joinery: On the first floor, the existing dressing area will be replaced for the aforementioned reasons. This will result in a more user-friendly set of cupboards. As shown in the schematic plan, incorporating supplementary joinery along the designated wall sections is a viable option for enhancing storage capacity in the primary bedroom. This joinery will be standalone and will be carefully detailed to not compromise the historic fabric of the building. Staircase: To achieve a lighter tone in the wood, we propose applying light-coloured paint to provide a natural finish that closely resembles the timber’s true colour; this approach is preferred to sanding the wood, as this would be a complex process that could damage the historic wood. Ensuite refurbishment: The works will include new flooring with underfloor heating, as detailed in Section 4.2. Furthermore, an upgrade to the electrical system is planned, as detailed in Section 4.3. A shower is planned instead of a bathtub, with a slight change to the door to accommodate a towel radiator and a sink, along with new tiles, wall linings and redecoration.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
- ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Section 4 of the Listed Building Consent

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- ☐ Yes
☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☒ Yes
☐ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

- ☐ The Applicant
☒ The Agent

Title

Mr

First Name

Michael

Surname

Collins

Declaration Date

12/06/2025

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Michael Collins

Date

16/06/2025