

DELEGATED FILE NOTE

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

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/03214/LBC	External alterations to include re-fenestration and new roof light to existing rear extension, roof light to side elevation of main house, replacement hardwood front door, and reglazing of shopfront. Form new internal opening at ground floor.	26 Church Street Baldock Hertfordshire SG7 5AE

Submitted Plan Nos

Location Plan E1 E2 - Existing Rear and Side Elevations P1 - Proposed Ground Floor Plan P2 - Proposed Rear Elevation P3 - Proposed Roof Plan

1.0 Policies

HE1	Designated heritage assets
SECN16	Conserve + enhance historic environment

a2.0 **Site History**

2.1 Please note the following:

81/01156/1LB - Application for Listed Building Consent for erection of single storey rear extension involving demolition of part of existing lean-to.
CON 17.09.1981

84/00660/1 - Application for Listed Building Consent for erection of replacement gable wall, removal of chimney breast together with additional internal supporting pier and garden wall.
CON 03.08.1984

86/02145/1 - Change of use of ground floor bookshop to Orthopaedic Consulting Room.
CP 27.02.1987

87/01086/1 - Change of use of bookshop to dwelling.
CP 10.09.1987

88/00328/1LB – Application for Listed Building Consent for internal alterations and new roof on rear extension.
CON 27.04.1988

96/00657/1LB - Rear Conservatory.
CON 26.07.1996

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 comment received.

Press & site notices – No comments received.

5.0 **Planning Considerations**

5.1 **Site & Surroundings**

- 5.1.1 No. 26 Church Street is grade II listed and is located within the Baldock Conservation Area. Both the building and the area are Designated Heritage Asset for the purpose of applying the aims of the NPPF. The list entry is found at the following link:

<https://historicengland.org.uk/listing/the-list/list-entry/1102137?section=official-list-entry>

5.2 **Proposal**

- 5.2.1 The proposal is ***'External alterations to include re-fenestration and new roof light to existing rear extension, roof light to side elevation of main house, replacement hardwood front door, and reglazing of shopfront. Form new internal opening at ground floor'.***

5.3 **Key Issues**

- 5.3.1 The key issue here is to consider the impact of the proposal on the listed building and the character and appearance of the Baldock Conservation Area. 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".

- 5.3.2 The submitted Design and Access Statement states:

1. *The works comprise changing a glazed flat roof to a rear single storey room to an insulated timber framed flat roof with polymeric single layer lead coloured finish with flat double-glazed roof light and cast-iron look upvc black guttering.*
2. *Changing stained hardwood double glazed patio doors to the same area with side lights to a new aluminium framed double glazed doorset to better suit the fenestration on the rear.*
3. *To change an internal window into a full height opening which is to be widened to connect the two spaces for improved use.*
4. *Change the softwood single front door to a hardwood door of similar style but with two glazed top lights from solid to better match other doors in the vicinity and change the colour.*
5. *To restore by decorating the existing timber former shopfront and change of colour and to replace the failing lead flashing over same shopfront into the brickwork like for like.*
6. *To restore and decorate the two first floor windows by decorating in the same colour-white and change the lead flashing like for like.*
7. *Reinstate original central lamp to shopfront.*

- 5.3.3 The above list makes no mention of the roof light on the side elevation, which is considered unobjectionable, but the precise size shall be agreed once rafters are spaced.

have been confirmed. Of the items listed above, items 3 and 4 are of particularly interest. Details of the internal window were not included with the original submission. Photos of both this window and the inside face of the existing front door were requested to complete the assessment.

5.3.4 The assessment of each point is as follows:

Point 1 – No objection is raised to changing the rear glazed flat roof to an insulated timber framed flat roof with polymeric single layer lead coloured finish with flat double-glazed roof light and black cast-iron effect guttering.

Point 2 - Changing the rear double-glazed patio doors to the same area with side lights to a new aluminium framed double-glazed doorset will not harm the building's special character.

Point 3 – The internal window is a well detailed yet later triple casement (fixed light flanked by side-hung casements). Its removal would not result in the loss of historic fabric but the opening-up of the space will have a minor impact upon the building's historic plan form.

Point 4 – The existing front door is a solid, 6-panel type of which there are at least ten examples in this street. There are, as far as I could note, there examples of 6-panel doors with two glazed top-lights. It is stated that the latter door type would 'better match other doors in the vicinity'. I do not concur with this statement but likewise the door is not historic and its replacement as proposed would not occasion harm.

Point 5 – Restoration of the existing timber former shopfront as proposed is unobjectionable.

Point 6 – Restoration of the two first-floor windows is unobjectionable.

Point 7 - Reinstate original central lamp to shopfront is unobjectionable.

5.4 **Alternative Options**

5.4.1 None applicable.

5.5 **Pre-Commencement Conditions**

5.5.1 None applicable.

5.6 **Conclusion**

5.6.1 The proposed works would not occasion harm to the listed building's special character or to the character or appearance of the Baldock Conservation Area. Consequently, the development will satisfy 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, and is, therefore, **UNOBJECTIONABLE.**

6.0 **Recommendation**

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

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.

2. Prior to the installation of the roof light on the side elevation, details of the rafter construction indicating the extent of alterations required to the roof frame and including precise details of roof light type and size shall be submitted to and agreed in writing by the Local Planning Authority. Thereafter the roof light shall be installed in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

Signed  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 3 March 2026	