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**Response to Planning application from Hertfordshire County Council (T and CP GDP Order 2015)**

**Director of Planning**

North Hertfordshire Council  
Council Offices  
Gernon Road  
Letchworth Garden City  
Hertfordshire  
SG6 3JF

District ref: 26/01538/FP  
HCC ref: NH/29661/2026  
HCC received: 2 July 2026  
Area manager: Manjinder Sehmi  
Case officer: Paul Marshall

**Location**

Agricultural Building, Ashwell Road, Newnham, Hertfordshire, SG7 5JX

**Application type**

Full Application

**Proposal**

Full Planning Permission : Change of use of part of existing agricultural barn to facilitate artisan bakery (Use Class E(a)) including replacement roof with insertion of rooflights, alterations to fenestration and external cladding

**Recommendation**

Notice is given under article 22 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 that Hertfordshire County Council as Highway Authority does not wish to restrict the grant of permission subject to the following conditions:

CON1) Prior to the use of the development hereby permitted, a scheme for the parking of cycles including details of the design, level and siting shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be fully implemented before the development is first occupied or brought into use and thereafter retained for this purpose.

Reason: To ensure the provision of adequate cycle parking that meets the needs of occupiers of the proposed development and in the interests of encouraging the use of sustainable modes of transport in accordance with Policies 1, 5 and 8 of Hertfordshire's Local Transport Plan (adopted 2018)

CON2) No development shall commence until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan:

The Construction Method Statement shall include details of:

Access arrangements to the site.

Traffic management requirements.

Construction and storage compounds

Cleaning of site entrances, site tracks and the adjacent public highway.

Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.

Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding which must be kept within the site boundary, pedestrian routes and remaining road width for vehicle movements

Reason: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

HCC as Highway Authority recommends inclusion of the following Advisory Note (AN) to ensure that any works within the highway are carried out in accordance with the provisions of the Highway Act 1980.

AN1) Storage of materials: The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence.

Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN2) Obstruction of highway: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN3) Debris and deposits on the highway: It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

## COMMENTS

The proposal is served by an existing vehicular access onto Ashwell Road which is an unclassified local access road and provides a local access function in the road hierarchy Ashwell Road is highway maintainable at public expense. A 30mph speed limit applies. On Hertfordshire County Council's Place and Movement network Ashwell Road is classed as P1/M2 (e.g. Inter-urban Road). No reportable highway accidents recorded within the immediate vicinity of the application site (5-year rolling). No Public Right of Way (as shown on the Public Rights of Way Map) directly affects the site or would be affected by the proposal. The county council considers Ashwell Road to be a traffic sensitive road during the periods 3: 07:00 - 09:30 and 16:00 - 18:30 Monday to Friday

Policy Review:

The key documents used to assess the application are

- Manual for Streets 2007
- National Planning Policy Framework (July 2021)
- Hertfordshire County Council's (HCC) Local Transport Plan-4 [2018-2031, May2018]
- Cycle Infrastructure Design Guidance (Department for Transport Local Transport Note July 2020)
- Hertfordshire County Council's Place & Movement Planning Design Guidance (adopted in March 2024)

## PLANNING HISTORY

The application site has no previous planning history.

## DRAWINGS

The Highway Authority note the submission of materials in support of the planning application, including drawing numbers: LG01 to 08 and Planning Statement.

## ACCESSIBILITY

'Cycle Infrastructure Design' DfT Local Transport Note 1/20 (July 2020) recommends for cycle parking storage should be 2m (1.8m is acceptable) in length by 0.3m space between cycles. There should be parking for 1 cycle per dwelling. Outside cycle parking should be covered and lockable. The provision of well-located, safe and secure cycle parking for residents and visitors is a key factor in encouraging people to cycle as an alternative to using the private car. Please see Condition 1.

Ashwell Road which is considered suitable to accommodate the modest level of activity associated with the proposed bakery use. Eight off-street parking spaces are proposed within the site. The submitted layout indicates parking bays measuring 5.0m x 2.5m, which accord with the minimum dimensions for a standard unobstructed parking space set out in Table 11.9 of the Hertfordshire Place and Movement Planning Design Guide.

## EMERGENCY VEHICLE ACCESS:

Consistent with the National Planning Policy Framework (2024), paragraph 117 (d), applications for development should allow for access by emergency vehicles. Guidance is set out in Manual for Streets (MfS) (6.7.2). HCC's Place and Movement Planning Design Guide (P&MPDG) (Part 2 Chapter 4). Requirements are set out in the Building Regulations: Fire Safety Approved Document B, Vol 1, Dwellings, 2010 (as subsequently amended). Access for a pumping appliance should be provided to within 45m of a single dwelling house (and within 45m of all points within the dwelling house). As far as it can be reasonably ascertained from submitted plans, the proposed development would be within the recommended emergency vehicle access distance from the highway.

#### REFUSE / RECYCLING

The proposed refuse and recycling storage arrangements should accord with the guidance contained within Manual for Streets (Section 6.8.9), which advises that residents should not be required to carry waste more than 30m and that collection points should be located within 25m of the adopted highway. In this instance, the submitted layout demonstrates that these requirements can be met. Furthermore, there is no apparent reason why bins could not be presented for collection at the kerbside in the normal manner, and therefore no concerns are raised in respect of waste collection arrangements.

#### CONSTRUCTION METHOD STATEMENT

It is important that a CMS is provided. The statement must have or be shown as a drawing of the construction site and the dedicated areas within. These should include but not limited to, construction parking area, wheel washing, and storage area. Please see condition 2

#### CONCLUSION

Should the LPA be minded to approve the application please note the above conditions and informatives. This level of development is unlikely to generate any extra movements which would ultimately lead to demonstrable harm to the highway network in terms of free flow and capacity, therefore; the highway authority would not wish to restrict the grant of planning permission.

**Signed**

Paul Marshall

16 July 2026