

11th September 2025

North Hertfordshire District Council
Development and Conservation
PO Box 10613
Nottingham
NG6 6DH

Dear Sir/Madam

SUBMISSION OF AN APPLICATION FOR APPROVAL OF DETAILS RESERVED BY CONDITIONS 3 (MATERIALS) AND 4 (JOINERY DETAILS) UNDER THE TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED); PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) IN RESPECT OF LISTED BUILDING CONSENT REFERENCE: 23/02632/LBC AT LETCHWORTH HALL HOTEL, LETCHWORTH LANE, LETCHWORTH GARDEN CITY, SG6 3NP

PLANNING PORTAL REFERENCE: PP-14270435

CarneySweeney have been instructed by Letchworth Hall Hotel (Trading) Ltd (the Applicant) to submit an application for the approval of details reserved by Condition 3 (Materials) and Condition 4 (Joinery Details) in respect of Listed Building Consent Reference: 23/02632/LBC.

Listed Building Consent (Reference: 23/02632/LBC) was granted on 18th March 2024 for the *“Replacement front conservatory and erection of additional rear linked conservatory. Alterations to façade and replacement windows on the Northwest elevation”*.

Condition 3 (Materials) states:

“Details and/or samples of materials to be used for the works, hereby granted consent, shall be submitted to and agreed, in writing, by the Local Planning Authority before any works are commenced.”

Reason: To safeguard the character and appearance of the listed building to which this consent relates and to comply with Policies SP13 and HE1 of the North Hertfordshire Local Plan 2011 to 2031”.

To meet the requirements of Condition 3, the following drawing is submitted:

- New Conservatory-Materials Details Listed Building Consent Condition 3_ 3358-2901

Condition 4 (Joinery Details) states:

“Full joinery details to a metric scale. 1:1 scale drawings of proposed glazing bars shall be submitted to and agreed, in writing, by the Local Planning Authority before any works are commenced.”

Reason: To safeguard the character and appearance of the listed building to which this consent relates and to comply with Policies SP13 and HE1 of the North Hertfordshire Local Plan 2011 to 2031”.



To meet the requirements of Condition 4, the following drawing is submitted:

- Replacement Windows – Joinery Details Listed Building Consent Condition 4_3358_2902

Contents of Submission

In addition to this Covering Letter, this condition discharge application comprises:

- Completed Application Form
- Planning Application Fee (paid online)
- New Conservatory-Materials Details Listed Building Consent Condition 3_3358-2901
- Replacement Windows – Joinery Details Listed Building Consent Condition 4_3358_2902

We trust that the information contained in this letter is sufficient to determine the application, but should you have any queries please do not hesitate to contact me or my colleague (sophia.hill@carneysweeney.co.uk).

Yours sincerely,



Gerald Sweeney
Director
CarneySweeney

