

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/01318/LBC	Alterations to fenestration including painting of all existing and new windows. Internal alterations (as amended by plans received on 23/07/2025 and 22/08/2025).	Docwra Manor 1 Hitchin Road Pirton Hitchin Hertfordshire SG5 3PZ

Submitted Plan Nos

567225 016 Rev A 567225 011 Rev B 567225 012 Rev A 567225 015 Rev A 567225 013 Rev A
LocationPlan 567225 001 567225 002 567225 003 567225 004 567225 005 567225 10 Rev D

1.0 Policies

1.1. **National Planning Policy Framework (2024)**

Section 16 – Conserving and enhancing the historic environment

1.2. **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP13 - Historic environment

Development Management Policies

Policy HE1 - Designated heritage assets

1.3 **Pirton Neighbourhood Plan 2011-2031**

Policy PNP 2 – Design and Character

Policy PNP 3 – Residential Extensions

1.4 **Supplementary Planning Documents**

Pirton Conservation Area Character Appraisal and Management Plan 2023

2.0 **Relevant Site History**

Concurrent Householder application – 25/01317/FPH – Alterations to fenestration (as amended by plans received on 23/07/2025 and 22/08/2025). Decision Pending.

07/02196/1LB - Replacement windows (as amended by letter dated 01/11/07); change glazing of garden room to stone walls and introduce rooflight to west elevation. Conditional Consent.

89/01503/1LB - Listed Building Consent: 2 replacement sash windows. Consent.

83/00780/1LB - Erection of two storey rear extension and demolition of existing outbuildings. Consent.

80/00543/1 - Renewal of planning permission for erection of two storey rear extension following demolition of outbuildings granted under ref. 1/447/75(250) on 22.5.1975. Conditional Permission.

3.0 **Representations**

Press, Site Notice and Neighbour– None received.

Pirton Parish Council – Object to the rooflights on the basis that the Conservation Appraisal and Management Plan (CAMP) for Pirton advises against the use of

rooflights in conservation areas. In addition, the proposed rooflights are considered unnecessary for illumination of the interior of the property and would allow excess light on to neighbouring properties.

I note that the CAMP does mention about the impact of roof lights, but it does not advise against the use of them in conservation areas.

Following receipt of amended plans which remove the proposed rooflights to the southeast roof slope and a reduction in the number of rooflights to the northwest roof slope, both of which are contained within later additions to the property, the Parish Council responded with “no further comments to add”.

Pirton Neighbourhood Steering Group – None received.

NHC Conservation Officer – Advised of some changes which have been incorporated into the amended plans hence No objection.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 Docwra Manor is a grade II listed building which lies on the east side of Hitchin Road and within the Pirton Conservation Area. As a Category A village for the purpose of the local plan, development is generally accepted subject to policy requirements.

4.1.2 To the north is 2 Bury End (grade II*) and nos. 4 & 6 Bury End (grade II) whilst The Cottage and Tudor Cottage, Great Green (grade II) are located due west.

4.2 **Proposal**

4.2.1 Alterations to fenestration including painting of all existing and new windows. Internal alterations (as amended by plans received on 23/07/2025 and 22/08/2025).

4.2.2 The amended plans show a reduction in the number of rooflights from 3 to 2 to the northwest roof slope and the removal of all rooflights to the southeast roof slope of the extensions to the dwelling. In addition, the full-length glazed side light alongside the proposed doorway to the northwest elevation has been removed leaving a simple timber door with top glazed panel. Other changes include installing a new solid internal door to match other internal doors where an internal window is to be removed as opposed to reusing an existing part-glazed door. The amended plan received on 22/08/2025 addresses an error shown on the ground floor layout plan.

4.3 **Key Issues**

4.3.1 **The key issues for consideration is the impact that the proposed development would have on the special character, setting and significance of the listed building, and whether the proposal would preserve or enhance the character and appearance of the Pirton Conservation Area.**

4.3.2 The original consultee comments from the Conservation Officer advised of some minor changes to the proposed development both externally and internally. Although the suggested changes were not so significant to warrant an objection to the scheme. As a result, the proposed rooflights to the southeast roof slope have been removed and the number of rooflights to the northwest roof slope reduced along the removal of a full-length side light to an external doorway and a new solid timber door to be used

internally as opposed to the re-use of a part glazed door currently used elsewhere in the dwelling. On receipt of the revised plans the Conservation Officer raised 'No objection'.

4.4 **Design and Appearance**

- 4.4.1 The proposed works to the fenestration and internal changes are of a minor scale on later additions to the property and therefore there would be no loss of historic fabric as a result of the development.

4.5 **Conclusion**

- 4.5.1 It is considered that the proposal (as amended) will not occasion harm to this grade II listed building or to the character or appearance of the Pirton Conservation Area. I, therefore, raise **NO OBJECTION** on the basis that the proposal will satisfy the provisions of Sections 16(2) & 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and as supported by the aims of Section 16 of the NPPF and Policy HE1 of the Local Plan 2011-2031.

4.6 **Alternative Options**

- 4.6.1 N/A

4.7 **Pre-Commencement Conditions**

- 4.7.1 N/A

5.0 **Recommendation**

- 5.1 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. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

Proactive Statement:

Planning permission has been granted for this proposal. The Council acted proactively through positive engagement with the applicant during the determination process which led to improvements to the scheme. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Signed  Sam Dicocco Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 29 August 2025	