

## DELEGATED FILE NOTE

**CASE OFFICER:** ...Tabitha Kaye.....

| APPLICATION<br>REFERENCE | BRIEF DESCRIPTION OF<br>DEVELOPMENT                                                                                                                   | APPLICATION SITE                                              |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 26/00028/LBC             | Replacement of existing extension flat roof and partially raising of existing parapets. Replacement of the existing timber windows and roof covering. | The Bury<br>Bury Lane<br>Codicote<br>Hertfordshire<br>SG4 8GG |

### **Submitted Plan Nos**

25190\_SP01 (Rev B) 25190\_001 25190\_002 25190\_003 25190\_004 25190\_005 25190\_006  
25190\_007 25190\_008 25190\_009 25190\_010 25190\_011 25190\_012 25190\_013 25190\_014  
25190\_015 25190\_016

### **1.0 Policies**

|        |                                         |
|--------|-----------------------------------------|
| SECN16 | Conserve + enhance historic environment |
| HE1    | Designated heritage assets              |

## 2.0 **Site History**

- 2.1 02/01473/1LB: Replace existing windows in modern wings of building with new upvc windows. Status: Decided.
- 2.2 87/01376/1LB: Application for Listed Building Consent for installation of replacement windows. (As amended by plans received 3rd August 1988). Consent.
- 2.3 85/00119/1: Demolition of workshop building and retention of existing boundary wall being within the curtilage of a listed building. Consent.
- 2.4 82/00635/1LB: Application for Listed Building Consent for the demolition of outbuilding and garden walls. Consent.

## 3.0 **Representations**

- 3.1 **Codicote Parish Council** – No comments received at the time of writing report.
- 3.2 **NHC Conservation** – No objection (subject to roof materials and window joinery conditions).

## 4.0 **Planning Considerations**

### 4.1 **Site and Surroundings**

- 4.1.1 The application site accommodates The Bury, a retirement home comprising of a three-storey C17 Grade II\* Listed house with a modern, flat roof 1970s wing extension. The Grade II\* Listed house has a distinct hipped roof form, which is positioned behind a parapet wall. The site benefits from a long private driveway, meaning that views of The

Bury from the street are limited. The site is located within the settlement boundary of Codicote.

## 4.2 **Proposal**

- 4.2.1 Replacement of existing extension flat roof and partially raising of existing parapets. Replacement of the existing timber windows and roof covering.

## 4.3 **Key Issues**

- 4.3.1 The key issue in this case is the proposed developments impact upon the character and appearance of the designated heritage assets.
- 4.3.2 The Council's Conservation Officer provided a formal comment on the 3rd March 2026, considering the impact of the proposal upon the listed building. The following conclusion has been lifted from that report:

*There is **NO OBJECTION**. The scheme will satisfy the provisions of Sections 16(2) (LBC) and /or 66(1) (FP/FPH) and/or 72(1) (both) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and the aims of Section 16 of the NPPF and Policy HE1 of the North Hertfordshire Local Plan 2011-2031.*

*The Bury is us located off Bury Lane and the existing site is a Sanctuary Housing Association for the over 50's. The Bury is a Grade II listed building which dates back to C17 and a later large three storey residential flat roof extension dating from the 1970s.*

*The site is not within a conservation area.*

### ***Impact on listed building's special character –***

*The existing timber sliding sash/casement windows to the Bury were installed in 1980's and the first listed is June 1952. The list description makes only reference to windows*

*and that is “Aluminium sash windows, 3 on each elevation”. Therefore, the existing windows are not considered to be historic fabric of significance.*

***Impact on setting of heritage assets and how this affects significance –***

*The proposed replacement double glazed windows in timber to match the existing is supported as they would be in traditional material, openings and glazing bars. There would be no loss of historic fabric of significance.*

*Other works to the main building include replacement of existing timbers and roof tiles. The existing roof dates from 1980s. The proposed works is supported subject to a materials condition for the new roof tiles. It is agreed that this work is necessary to prolong the integrity of the building.*

*Works to the flat roof extension that include stripping off existing roof covering/insulation and raising parapets to accommodate the new roof is supported as this see no loss of historic fabric of significance and will prolong the longevity of this building.*

***Does the proposal occasion harm or preserve or enhance –***

*The only level of harm would be the work proposed to the hipped roof to the Bury. It is considered to at the lowest end of less than substantial but as previously this would be considered to be necessary to maintain the integrity of the main building.*

*The other proposed works are considered to be neutral.*

- 4.3.4 Therefore, the impacts of the development on the historic fabric of the Grade II\* listed building and its significance as a designated heritage asset are considered to be acceptable in accordance with Policy HE1 of the NHLP, Section 16 of the NPPF, as well as Sections 16(2) and 66(1) of the Planning (Listed Building and Conservation Areas) act 1990.

**4.4 Conclusion**

- 4.4.1 The proposed development complies with Policy HE1 of the Local Plan 2011-2031 and Section 16 of the NPPF, as well as Sections 16(2) and 66(1) of the Planning (Listed Building and Conservation Areas) act 1990. It is therefore recommended that Listed Building Consent be **GRANTED**.

4.5        **Alternative Options**

4.5.1       N/A

4.6        **Pre-commencement Conditions**

4.6.1       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.        Details of materials for the proposed roof works (roof tiles) to the main building 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.

3.        Full joinery details of the proposed new timber doors/windows to a metric scale and 1:1 scale drawings of the proposed glazing bars hereby granted consent, shall be submitted to and agreed, in writing, by the Local Planning Authority before any works are commenced/prior to manufacturing of the doors.

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.

|                                                                                                                                                        |                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Signed</p> <p></p> <p>Anne McDonald</p> <p>Determining Officer</p> | <p>Development Management<br/>North Hertfordshire District Council<br/>Council Offices<br/>Gernon Road<br/>Letchworth<br/>Herts<br/>SG6 3JF</p> |
| <p><b>Date:</b> 6 March 2026</p>                                                                                                                       |                                                                                                                                                 |