

Householder Application for Planning Permission for works or extension to a dwelling; Listed
Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation
Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	83
Suffix	
Property Name	
Address Line 1	High Street
Address Line 2	
Address Line 3	Hertfordshire
Town/city	Barkway
Postcode	SG8 8ED

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
538384	235345

Description

Applicant Details

Name/Company

Title

First name

James

Surname

Layton

Company Name

Address

Address line 1

83 High Street

Address line 2

Barkway

Address line 3

Town/City

Royston

County

Country

United Kingdom

Postcode

SG8 8ED

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Replacing eight old, damaged and draughty Georgian-paned windows and one French door with energy-efficient timber-framed and putty-sealed windows with vacuum insulated glass (VIG), in keeping with the age and character of the property and conservation area. The current windows are not original to the house, having been installed around 1980. The French doors were replaced more recently, about 10-15 years ago, and do not match the style of the windows. Although exactly matching the visual characteristics of the old windows, the proposed new windows will only be installed at the back of the house, not visible from the street. The goal is to be faithful and respectful to the integrity of the property and heritage guidelines, whilst doing our part to contribute to the North Herts Sustainability Strategy 2025-2030 to achieve a net zero district by 2040.

Has the work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☐ Grade II*
- ☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
- ☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
- ☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☐ Yes
- ☒ No

b) works to the exterior of the building?

- ☐ Yes
- ☒ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes
- ☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☐ Yes
- ☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

The proposed new windows and frames will be manufactured by Schnauber, a timber frame specialist from Cambridge. They have considerable experience making heritage-compliant windows for listed properties across East Anglia. Schnauber’s architectural plans for this project are included in this application (see three PDFs with file names beginning: “Mr James Layton - Proposed windows A3”). The replacement windows will match the size, placement, detailing, colour, finish and materials of the old windows, except for the inclusion of 8.15mm-thick vacuum insulated glass. They will be made from sustainably-sourced redwood with a white paint finish, matching the remaining windows at the front of the house. The windows and locations in question are: (1) BATHROOM casement (55cm x 95cm, Georgian pane, 2 sections, 2 openers, rear of house, not visible from street); (2) BATHROOM casement (60cm x 55cm, Georgian pane, 1 section, 1 opener, rear of house, not visible from street); (3) LIVING ROOM French door (205cm x 130cm, rear of house, not visible from street); (4) LIVING ROOM casement (95cm x 95cm, Georgian pane, 2 sections, 2 openers, rear of house, not visible from street); (5) KITCHEN casement (90cm x 115 cm, Georgian pane, 2 sections, 2 openers, rear of house, not visible from street); (6) KITCHEN casement (70cm x 70cm, Georgian pane, 1 section, 1 opener, rear of house, not visible from street); (7) KITCHEN casement (45cm x 70cm, Georgian pane, 1 section, 1 opener, rear of house, not visible from street); (8) REAR LOBBY casement (65cm x 75cm, Georgian pane, 2 sections, 1 opener, side of house, visible from street); (9) MIDDLE BEDROOM casement (95cm x 115cm, Georgian pane, 2 sections, 2 openers, rear of house, not visible from street). Window (8) is on the side of the house and is visible from the street, however it faces the driveway and is at least 6m receded from the street or view of pedestrians. No alterations are to be made to the walls, either interior or exterior, or any structural aspect of the house. Please see supporting documents: 83-high-street-barkway-exterior-photographs.pdf and 83-high-street-barkway-window-detail-photographs.pdf

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
- ☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:
Windows

Existing materials and finishes:
Single-glazed timber-frame Georgian pane casement windows and French doors. Wood type unknown. Painted matt white.

Proposed materials and finishes:
The proposed frames will be finger jointed European Redwood, sustainably-sourced. The finish will be matt white Dulux trade paint. The glass is clear 8.15mm-thick vacuum insulated glass (VIG) made by PassivGlass, heat strengthened, Ug=0.5, authentic Georgian panes. The glass will be putty glazed. The windows will be manufactured and installed by Schnauber.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
- ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Property photos:
83-high-street-barkway-exterior-photographs.pdf
83-high-street-barkway-window-detail-photographs.pdf

Supporting letter:
83-high-street-barkway-elizabeth-layton-supporting-letter.pdf

Examples of previous heritage approved installed by Schnauber:
Schnauber-examples-of-previous-hertiage-approved-installations.pdf

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- ☐ Yes
- ☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
- ☒ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- ☐ Yes
- ☒ No

Parking

Will the proposed works affect existing car parking arrangements?

- ☐ Yes
☒ No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- ☐ Yes
☒ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- ☐ Yes
☒ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☒ Yes
- ☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
- ☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☒ The Applicant
- ☐ The Agent

Title

First Name

Surname

Declaration Date

12/02/2026

☒ Declaration made

Declaration

I/We hereby apply for Householder planning & listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

James Layton

Date

29/04/2026