



PLANNING STATEMENT

Site: 4 Mill Road
St Ippolyts
SG4 7RG

For: Mr & Mrs Flint

Project Ref: 25073

Date: November 2025

Prepared by:

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Plans and Documents Accompanying the Application

Householder Application Form
Planning, Design & Access Statement, prepared by Barker Parry Town Planning
Existing and Proposed Site Location Plan, dwg no. PL-499
Existing Plan and Elevations, dwg no. PL-500
Proposed Plan and Elevations, dwg no. PL-505
CONFIDENTIAL - Information on personal circumstances

1.0 **Introduction**

1.1 This Planning, Design and Access Statement has been prepared on behalf of our clients, Mr & Mrs Flint, in support of an application for full planning permission at 4 Mill Road, St Ippolyts, SG4 7RG.

1.2 The description of development for the proposed scheme is as follows:

Retention of single storey outbuilding to be used as an accessible 1-bed annex ancillary to 4 Mill Road.

1.3 The outbuilding was constructed in April 2025 as the Applicants thought that such a building would comply with the limitation of Class E of Schedule 2, Part 1 of the General Permitted Development Order. They were subsequently contacted by the LPA's enforcement team who clarified that an application for planning permission was required and Barker Parry Town Planning were then instructed to assist with a retrospective application.

1.4 This proposed scheme seeks to retain the recently erected outbuilding at this property to provide a one-bedroom annex to provide flexible additional living accommodation for family, namely, to assist with the home schooling and support of the Applicants' son. Their son Lenni is presently homeschooled due to requiring specialist education requirements and is no longer able to attend his previous SEN School. The outbuilding will provide current space for home teaching and for carers to stay on-site when required, visiting family members and in the future will allow Lenni to remain living at home with additional independence.

1.5 This Statement demonstrates that the proposed scheme complies with all relevant planning policy and guidance and constitutes sustainable development, by virtue of supporting the social needs of the occupiers.

Section 2 of this Statement outlines the site context and Section 3 outlines the relevant planning history. Section 4 provides a summary of relevant planning policy and Section 5 outlines the scheme proposals in detail. Section 6 assesses the proposals against the relevant planning policy with final conclusions set out at Section 7.



2.0 **Background And Site Context**

Site and Surroundings

- 2.1 The application site is located on the north side of Mill Road on the edge of Gosmore in St Ippolyts. The site comprises a single dwellinghouse which is a chalet-bungalow style property alongside the now erected single-storey flat roof annex building which sits on the right-hand side of the main house. The property has a very large curtilage and the house and outbuilding are set some 28-metres back from Mill Road, largely screened by an existing hedgerow front boundary.



Figure 1 – Google Earth Image of the site (2025) in relation to its wider context (Site indicated in red)

- 2.2 The outbuilding has the appearance of a 'summer room' as it is single storey with vertical black cladding and white UPVC doors/windows.



Figure 2 – Photograph of the existing outbuilding adjacent to main house

Planning Context

- 2.3 The site is within the Green Belt but immediately abuts the Settlement boundary of Gosmore. It is not subject to any other designations.



Figure 3 – Extract of Proposals Map, Site shown in red.

- 2.4 It is not a listed building nor are there any within close proximity to the site and it is not within a conservation area.



Figure 4 – Extract of Historic England's Map showing heritage assets in proximity of the Site

- 2.5 The site is located in Flood Zone 1 and has very low risk of flooding from surface water, rivers and the sea now and in the future.

3.0 **Planning History / Background**

Background

- 3.1 In April 2025, the Applicant's constructed the outbuilding as a 1-bedroom annex believing it would be acceptable as an incidental outbuilding. It is relevant to note that the outbuilding is otherwise constructed to a size, height and location which would make it permitted development if it did not include habitable accommodation. The property benefits from intact permitted development rights and therefore it is considered the key matter for regularisation is the use of the building and securing its ancillary function.
- 3.2 The purpose of the outbuilding is for it to be used by their elder son who is currently 12 years old. Presently as a teaching space and then in future as living accommodation to enable some independence. However, after the outbuilding was finished in April, and as the Applicants were going to be away for 6 weeks over the summer, they decided to initially rent it out on Airbnb to re-coup some of the construction costs. There is no long-term aspiration for rental use of the building, this was simply a temporary function.
- 3.3 On 2 September 2025, NHC wrote to the Applicants advising that they were investigating a reported complaint in relation to a self-contained unit operating as an Airbnb. Officers subsequently visited the property and advised that planning permission was required for the retention of the constructed building.
- 3.4 The Applicants' son has ADHD, dyslexia and autism and has been in and out of mainstream schooling. Presently he is not in school and requires specialist education at home. The annex will provide a teaching space including area for art, science, drama, cooking and general lessons. This provides their son with a physical and mental separation between school/learning space and

home which is important for his focus and allows tutors to attend and teach without needing to be in the living space of the main home. This keeps the main house a dedicated family space. The bedroom also provides a flexible space for carers/grandparents to stay when required at present and for Lenni to use in the future. Further confidential information on the son's educational needs are provided as a separate appendix to this submission, but should not be shared in the public domain due to the personal nature.

- 3.5 The Applicant's do not have any aspirations to use the outbuilding as anything other than ancillary accommodation to the main house and are happy and willing to have a condition imposed which would restrict the building as such.

Planning History

- 3.6 On 17 November 2022, a lawful development certificate was issued confirming that the insertion of a rear dormer and two front rooflights to facilitate a loft conversion would be permitted development (LPA Ref. 22/02855/LDCP).
- 3.7 This is the only planning history for the site.

4.0 **Development Plan Considerations**

4.1 The North Hertfordshire Local Plan was adopted in 2022 and comprises the relevant Development Plan Document (DPD) for the application under consideration. Relevant policies from this DPD comprise:

- Policy SP1 Sustainable development in North Hertfordshire
- Policy SP2 Settlement Hierarchy and Spatial Distribution
- Policy SP5 Countryside and Green Belt
- Policy SP9 Sustainable design
- Policy CGB1 Rural Areas beyond the Green Belt*
- Policy D1 Sustainable design
- Policy D2 House extensions and replacement dwellings
- Policy D3 Protecting living conditions
- Policy HS6 Relatives' and dependents' accommodation
- Policy T2 Parking

* The site is not rural area (is Green Belt) but includes useful assessment points for outbuildings.

4.2 There is no Neighbourhood Plan relevant to the application site.

Other Material Considerations

National Planning Policy Framework (NPPF) (December 2024)

4.3 The NPPF is an important material consideration in the determination of planning applications. A presumption in favour of sustainable development lies at the heart of the NPPF.

4.4 In approaching decision-taking, the NPPF is clear that Local Planning Authorities (LPAs) should take a positive approach. Paragraph 39 states that LPAs should work proactively with applicants in a positive and creative way

to secure development that improves the economic, social and environmental conditions of the area.

- 4.5 Paragraph 82 recognises that, in rural areas, planning policies and decisions should be responsive to local circumstances and support housing developments that reflect local needs.



5.0 **The Proposed Scheme**

5.1 The proposed scheme comprises retaining the existing outbuilding constructed at the property as ancillary residential accommodation for 4 Mill Road.

5.2 The description of development for the proposed scheme is as follows:

Retention of single storey outbuilding to be used as an accessible 1-bed annex ancillary to 4 Mill Road.

5.3 Key aspects of the development are:

- The annex has a footprint of 40sqm and a GIA of 36sqm.
- One access is retained to the property and no additional parking is proposed or required as existing parking area will be shared.
- There is no division of garden spaces, and the annex will benefit from the main dwellings rear garden.
- The outbuilding is not readily visible from the public domain.



Figure 5 – Streetscene photo of the proposed house and annex

6.0 **Planning Assessment**

Principle of Development

- 6.1 The Local Plan outlines that proposals in the Green Belt will be assessed against national policy. In this case the relevant assessment criteria would be paragraph 154c) which permits the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building. In this case, No 4 Mill Road retains an original footprint with no extension other than a loft conversion in 2022, and the outbuilding is a modest, single storey flat roof building which is physically, functionally and visually sub-ordinate to the main house. On this basis, and as well established by case law, the outbuilding can be considered a proportionate addition to the main house and as appropriate development under paragraph 154c). Additionally, an identically sized and located outbuilding could be erected under permitted development rights if it was for incidental purposes and this provides a legitimate fallback position and strong indicator of proportionality.
- 6.2 Therefore, this assessment will focus on the principle of the use of the outbuilding as ancillary annex accommodation to the main house.
- 6.3 Policy HS6 allows for the creation of residential annexes within the curtilages of residential dwellings subject to criteria. This states that planning permission for relatives' and dependents' accommodation formed by the adaptation or extension of the main dwelling will be permitted provided that:
- a) a genuine need for the accommodation is demonstrated;

- b) the annex is subordinate to the main dwelling and designed in such a way that it can be easily (re-)incorporated into the main house if use as an annex ceases;
- c) any development would not exceed the size of extensions that would otherwise normally be acceptable; and
- d) the occupation of the accommodation is restricted by condition.

6.4 For the same reasons as noted for Green Belt policy compliance, the annex complies with criteria b) and c) of Policy HS6. The outbuilding is of a permitted development size and location, and when not required as an 'annex' will be used for incidental purposes to the main house showing it is integral to the main house. The physical arrangement of the main house and annex will have a similar relationship to that of a garage located to the side of the property.

6.5 In terms of criteria a), as an annex the outbuilding will provide vital additional habitable accommodation to support the specific needs of the Applicants' family life, namely additional space to care for their son. The Applicants' son has ADHD, dyslexia and autism and is no longer attending school and requires specialist education at home. The annex will provide a teaching space for art, science, drama, cooking (in the kitchen facilities) and general lesson space. The outbuilding provides their son with a physical and mental separation between school/learning and relaxing in the primary living space which is important for his focus and mental health. This keeps the main house a dedicated family space for whole family. The bedroom in the annex also provides a flexible space for carers and family members to stay when required at present and for their son to use in the future. Further confidential information on the son's educational needs is provided as a separate Appendix to this submission. The main house only has three bedrooms and there are two parents and two children in the family. The children are not able to share a bedroom space meaning there is a constant requirement for

additional bedroom space for any overnight guests visiting/helping the family. Securing the long term ancillary function of the annex can be achieved via a suitably worded condition.

- 6.6 For criteria d), whilst now superseded, Circular 11/95 provided a model condition which could be imposed upon consents for 'granny annexes' to ensure they remained tied to the main dwelling. The fact that such a condition was included in the Circular makes it clear that such a condition was precise and capable of being enforced. However, it is also relevant to take into account the more modern issue of Airbnb and therefore we have included an addition to the model condition from the Circular recommended for this permission which is as follows:

The building hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwellinghouse known as 4 Mill Road, St Ippolyts. For the avoidance of doubt it shall not be rented to, or occupied by, any persons not associated with 4 Mill Road.

- 6.7 This is similar to the standard condition used by the LPA on similar annex applications in the District and would confirm compliance with Policy HS6.

Ancillary Relationship to 4 Mill Road

- 6.8 There is some concern from the LPA that the outbuilding has or could be used as a separate dwellinghouse, but this application seeks to regularise the intent and need for the outbuilding for purposes ancillary to the existing occupants of 4 Mill Road.
- 6.9 As established by In *Uttlesford District Council v Secretary of State for the Environment & White [1991] 2 PLR 76*, whether or not a proposed annex

creates a separate dwelling is a matter of fact and degree to be decided on the facts of the case.

6.10 In this case, the proposal will still only result in one planning unit at the site with the outbuilding being retained as ancillary residential accommodation to the main house. The existing parking area for 4 Mill Road will serve the annex and the existing garden will not be divided in any way.

6.11 This proposal is not for a dwellinghouse, but rather ancillary accommodation. Whilst we accept that the proposed accommodation would contain facilities which could enable it to be used as an independent unit, its overall size is small and the level of facilities it would provide would be basic, which is what would be expected for accommodation that is ancillary to the main dwelling. The unit is smaller than a 1-bedroom dwelling under NDSS which reflects its modest and ancillary nature. The main house has two downstairs bedrooms and one upstairs bedroom. This puts pressure on the living areas of the main house and additional, flexible annex accommodation will provide visiting guests somewhere to sleep whilst also providing a dedicated homeschooling area for the Applicants' son. This means it ancillary and integral to the main house. Additionally, the proposed condition would ensure any separate occupation of the outbuilding would be a breach of condition as well as a breach of general planning control and therefore would be entirely enforceable.

6.12 Overall, the annex complies in full with Policy HS6, will not be independently occupied and should therefore be supported.

Design

6.13 Policy D1 of the Local Plan states that development will be granted provided the design of the development appropriately and positively responds to the

site's local context together with other criteria to encourage a positive and sustainable form of development. Policy D2 of the Local Plan requires extensions to houses and the erection or replacement of buildings to incorporate design that is sympathetic to the main dwelling in terms of its scale, form and orientation and does not harm the character and appearance of the locality around the site.

- 6.14 The site is within the Green Belt rather than the Rural Area but it is relevant to note that Policy CGB4 requires outbuildings to be sited as close as possible to the main house and visually subordinate to them and the annex building fully complies with these tests. The outbuilding is located immediately adjacent to the main house and has a flat roof with a height of 2.3m which means it sits below the eaves height of the main house. The internal space within the annex is modest at 36sqm and not large enough to be considered a separate dwellinghouse.
- 6.15 Additionally, the property benefits from intact permitted development rights and is not located within a Conservation Area. Therefore, it is relevant to consider, as a legitimate fallback position, that an outbuilding of this exact size, footprint and positioning could be constructed without the need for planning permission. It is only the inclusion of habitable accommodation which makes it ancillary rather than incidental and therefore not compliant with Schedule 2, Part 1, Class E of the GDPO. On this basis, it is considered that the design, appearance and scale of the building should be considered appropriate. However, if the LPA required any minor alterations of the building or surrounds to make it more acceptable as an ancillary building, the Applicants would be open to this.
- 6.16 The proposed annex will not have its own access or private garden; these areas will be shared with the main house. However, the overall dwelling curtilage is generous with ample parking and rear garden space. Therefore,

a high-quality provision of private amenity space for the property as whole will be retained providing good levels of amenity to all future occupiers.

- 6.17 It is also clear from figure 6 below that the scale and form of the outbuilding is such that it is not notably visible from the streetscene of Mill Road and does not harm the character and appearance of the locality around the site.



Figure 6 – Streetscene Photo of the proposed house and annex

- 6.18 As such, the outbuilding is considered to comply with Policy D1 and D2 of the Local Plan.

Impact on Neighbouring Properties

- 6.19 Policy D3 of the Local Plan permits development that does not result in unacceptable harm to the amenity of neighbouring occupiers and where necessary encourages the use of mitigation measures to reduce these impacts.

- 6.20 The application site only has one neighbour located to the south. The outbuilding is a single storey flat roof structure with a ridge height of 2.3m and is set 6 metres from the closest built form at the neighbouring site, separated by the boundary and mature planting. It therefore will have no negative impacts on this neighbouring dwelling.
- 6.21 Therefore, the proposed development would result in no detrimental impact upon neighbouring occupiers and is therefore compliant with Policy D3.

Highways and Parking

- 6.22 The annex would utilise the existing vehicular access and parking provision for the main dwelling which has adequate space for a number of cars and is in accordance Policy T2 of the Local Plan.

Biodiversity Net Gain (BNG)

- 6.23 This is a householder application which is exempt from the statutory biodiversity net gain requirements under the statutory exemptions in BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

7.0 **Summary And Conclusions**

7.1 The proposal seeks to retain an existing outbuilding constructed at the property as an annex entirely ancillary to the main house at 4 Mill Road. The annex would be used as flexible additional habitable accommodation for the family, ranging from a dedicated home school space to overnight accommodation for carers and visiting family members, and in future a place for the Applicants' son to live.

7.2 This Statement has demonstrated that the annex does not conflict with policy and will provide vital additional accommodation at the property to meet a specific need for the occupiers of 4 Mill Road by providing a flexible homeschooling space and one-bedroom annex. The proposal constitutes sustainable development by supporting a social need for adaptable and flexible housing and will not result in any demonstrable harm which would outweigh the benefits of the proposal. As such planning permission should be granted without delay.