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Our Ref: 25/02312/DOC

Contact: Mark Simmons
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FAO Amelie Andre

Date: 24 September 2025

Dear Amelie,

Details of Condition: Details reserved by Condition 4 (Close opening to Sitting Room) of listed building consent reference 25/01580/LBC granted 11.08.2025.
Tudor House, Poynders End, Preston, Hitchin, Hertfordshire, SG4 7RX,

Please quote the following reference: 25/02312/DOC on all correspondence.

I refer to your application which was received on **5 September 2025**, and which seeks approval of works pursuant to Condition 4 (Close opening to Sitting Room) of listed building consent reference **25/01580/LBC** granted 11.08.2025 which reads as follows:

The existing architrave/framing forming the opening depicted at Section 4.7 on page 50 of the Heritage Assessment Part 2/2 (June 2025) shall be retained in-situ. In addition, a section detail at 1:1 or 1:2 metric scale showing the proposed method of infilling this opening shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of the infill. Thereafter the works shall be implemented in accordance with the approved details.

It is noted this submission comprises three documents: two drawings both numbered 014 and entitled ***Kitchen plan as proposed (downtakings)***, with the first indicating Section AA – existing and Option A whilst the second drawing shows two further options for Section A-A (Options B and C). The third document amplifies on proposed Option A and states:

The current architrave does not appear to be the original. The proposal is to retain a simplified opening, as illustrated in Figures 1 and 3. We therefore propose removing the moulded wooden architrave and using the existing recess of the opening with the frame and jamb. We would then add plasterboarding on an independent stud frame, which could be referred to as a contemporary concealed door, as shown in the elevation in Figure 3.

I note that you emailed the Council's Conservation Officer on 5 September 2025 stating:

We have added rationale and methodology to the document, which can serve as a basis for discussion if needed. Additionally, we have included three possible final designs that make use of the existing recess of the previous door. The clients are eager to start with the door infill. Could you therefore either share any comments you may have or approve the documents so that they can begin?

The differences between the options are as follows:

- **Option A** – remove moulded architrave on both sides of opening and incorporate recessed plasterboard finishes within existing jamb.
- **Option B** – retain moulded architraves on both sides of opening and incorporate recessed plasterboard finishes within existing jamb.
- recess plasterboard finishes.
- **Option C** – remove moulded architrave on both sides of opening and recess on Sitting Room side but finished flush on lobby side between Sitting Room and Dining Room.

It is noted that Option A is proposed to which the Council's Conservation Officer raises no objection. I, therefore, confirm on behalf of the Local Planning Authority that Option A is acceptable and hereby approved.

Yours faithfully



Shaun Greaves
Development and Conservation Manager

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