

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Planning (Listed Buildings and Conservation Areas) Act 1990

DECISION NOTICE

Correspondence Address:

Vincent and Gorbing
Sterling Court
Norton Road
Stevenage
SG1 2JY
United Kingdom

Applicant:

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Application:

25/02432/LBC

Proposal:

Removal of the existing modern spiral stair and raising of the existing courtyard garden walls in matching brickwork to form a new single storey part-enclosure to courtyard and first floor extension. Alterations to fenestration. Internal and external alterations.

Location:

Codicote House, The Park, Heath Lane, Codicote, Hitchin, Hertfordshire, SG4 8YU

Approved Plan Nos:

5291-VGPA-CH-XX-DR-PL-0001 Rev P01
CDH-BMD-Z1-XX-DR-A-12106 P1
CDH-BMD-Z1-01-DR-A-11131 P1
CDH-BMD-Z1-00-DR-A-11130 P3
CDH-BMD-Z1-01-DR-A-11138 P3
CDH-BMD-Z1-00-DR-A-11137 P3
CDH-BMD-Z1-XX-DR-A-12105 P5
CDH-BMD-Z1-02-DR-A-11136 P3
CDH-BMD-Z1-02-DR-A-11135 P2
CDH-BMD-Z1-XX-DR-A-18163 P2
CDH-BMD-Z1-XX-DR-A-18164 P1
CDH-BMD-Z1-XX-DR-A-18165 P2
CDH-BMD-Z1-XX-DR-A-18160 P3
CDH-BMD-Z1-XX-DR-A-18162 P3

PARTICULARS OF DECISION

In pursuance of its powers under the above Act and the associated Orders and Regulations, the Council hereby **GRANT LISTED BUILDING CONSENT** to the works described above and proposed by you in your application received with sufficient particulars on 21 November 2025.

The consent is 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 natural slate for the two-storey extension roof shall match as closely as possible that of the host building unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

3. A sample panel of the brick type, bond and mortar mix for the two-storey extension and the raising of the service courtyard walls, shall be erected on site close to the service wing for comparison purposes, thereafter, shall be available for inspection and approved in writing by the Local Planning Authority prior to the construction of new brickwork.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

4. A sample of the cast stone copings for the top of the service courtyard walls shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of that part of the alterations hereby consented.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

5. Notwithstanding the approved plans, full construction details as to how the 4no. steels supporting the sedum roof and two-storey extension will be supported off the South Elevation of the service range (for instance concealed pad stones) shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of that part of the alterations hereby consented.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

6. All new windows (numbered 5 and 6 on approved drawing no.18161 Rev P3) shall be double glazed 'slimlite' units and in the case of Window 5 this shall be a true vertically-sliding sash with integral (not applied) glazing bars and a 1:1 scale drawing of the glazing bar profile shall be submitted to and approved in writing by the Local Planning Authority prior to the installation of Window 5.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

7. Full details as to the method for making Window 19 'blind' on approved drawing no.18161 Rev P3 by installing a reversible lining to the bedroom side shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of that part of the alterations hereby consented.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

8. All new windows (numbered 5 and 6 on approved drawing no.18161 Rev P3) shall be double glazed 'slimlite' units and in the case of Window 5 this shall be a true vertically-sliding sash with integral (not applied) glazing bars and the profile of the glazing bars shall be submitted to and approved in writing by the Local Planning Authority prior to the installation of Window 5.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

9. Notwithstanding the note relating to point 21 on approved drawing no.18161 Rev P3, the door opening shall not be widened and the door shall be retained in-situ unless otherwise agreed and approved in writing by the Local Planning Authority. If the door requires modification to take account of the new floor level to the service courtyard then details of the modifications shall be submitted to and approved in writing by the Local Planning Authority prior to any alterations to the door being undertaken.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

10. As stated at point 22 on approved drawing no.18161 Rev P3, the existing external door and frame to the Boot Room shall be set aside and stored on site for future use unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

11. All new rainwater goods shall be black cast iron unless otherwise agreed and approved in writing by the Local Planning Authority.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of this grade II listed building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Signed:



Shaun Greaves
Development and Conservation Manager

Development Management
North Hertfordshire District Council
Council Offices
Gernon Road
Letchworth
Herts
SG6 3JF

Date: 19 February 2026

The Council's Privacy Notice is available on our website: <https://www.north-herts.gov.uk/home/council-data-and-performance/data-protection/information-management-gdpr>

NOTES

- 1 **Failure to satisfy conditions may invalidate this permission and/or result in enforcement action. Particular attention should be paid to the requirements of any condition in bold.**
- 2 Circular 04/2008 (Planning Related Fees) states that where an application is made under Article 21 of the Town and Country Planning (General Development Procedure) Order 1995, a fee will be payable for any consent, agreement or approval required by condition or limitation attached to the grant of planning permission.
- 3 No fee is payable for any consent, agreement or approval required by condition or limitation attached to the grant of a Listed Building Consent. The request can be informal through the submission of a letter or plans, or formal through the completion of an application form and the submission of plans. Any number of conditions may be included on a single request. The form is available on the Council's website:
www.north-herts.gov.uk/home/planning/planning-applications/submit-planning-application
- 4 If you are aggrieved by this decision, you may appeal to The Planning Inspectorate, , within 6 months of this decision or, in exceptional circumstances, such longer period as the Secretary of State may agree.

Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>.

If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

- 5 The District Council and County Highway Authority wish to ensure that, in the implementation of the development, hereby approved, the highway verge adjacent to the property is not damaged or does not become unsightly due to the stationing of skips, parking of vehicles, storing of building materials etc thereon. Your attention is, therefore, drawn to the provisions of Section 131 of the Highways Act 1980 and to the Hertfordshire County Council Bylaws 1955 (specifically relating to grass margins and verges in Letchworth) by virtue of which such actions, unless authorised by the prior grant of a licence, constitute a prosecutable offence. Persons responsible for undertaking the development and any associated works are, therefore, strongly encouraged to take appropriate steps to ensure that no breach of the said legislation occurs during the course of such activities. In the event of any damage being caused it will be expected that suitable reinstatement is undertaken upon completion of the development. Failure to do so could also result in legal action being pursued. To obtain information regarding the issue of licences, contact the Hertfordshire Highways, Northern Area Office, Antelope House, Gates Way, Stevenage, SG1 3HL or telephone 01438 757800.