

DELEGATED FILE NOTE

CASE OFFICER: ...Thomas Howe.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02434/LBC	Erection of a brick garden room and covered outdoor patio area, together with internal alterations and alterations to the garden levels and paving.	Codicote House The Park Heath Lane Codicote Hitchin Hertfordshire SG4 8YU

Submitted Plan Nos

5291-VGPA-CH-XX-DR-PL-0001 CDH-BMD-A-11138 - Phase 2B CDH-BMD-Z1-XX-DR-A-18103 P3 CDH-BMD-Z1-XX-DR-A-18162 P2 CDH-BMD-Z1-ZZ-DR-A-18101 P3 CDH-BMD-Z1-XX-DR-A-18140 P3 CDH-BMD-Z1-XX-DR-A-18141 P3 CDH-BMD-Z1-00-DR-A-11130 P3 CDH-BMD-Z1-00-DR-A-11137 P2 CDH-BMD-Z1-00-DR-A-11150 P3- Phase 2C CDH-BMD-Z1-00-DR-A-11151 P3 - Phase 2C CDH-BMD-Z1-00-DR-A-13002 P3 CDH-BMD-Z1-XX-DR-A-12000 P2 CDH-BMD-Z1-XX-DR-A-12105 P3 - Phase 2 CDH-BMD-Z1-XX-DR-A-12106 P2 - Phase 2A CDH-BMD-Z1-XX-DR-A-12107 P3 - Phase 2C CDH-BMD-Z1-XX-DR-A-18100 P6 - CDH-BMD-Z1-XX-DR-A-18101 P3 CDH-BMD-Z1-XX-DR-A-18102 P5

1.0 Policies

HE1	Designated heritage assets
SECN16	Conserve + enhance historic environment

2.0 Site History

Pending:

- 2.1 25/02431/FPH - Removal of the existing modern spiral staircase 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 and external alterations. – Pending
- 2.2 25/02432/LBC - 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. – Pending
- 2.3 25/02433/FPH - Erection of a brick garden room and covered outdoor patio area, together with internal alterations and alterations to the garden levels and paving. – Pending

Determined:

- 2.4 22/01879/FPH - External modifications to lobby entrance of service range. Erection of a new brick garden room and abutting metal-framed covered external seating area to west elevation of the service range. Alterations to the garden levels and paving to the west of the service wing (as amended by drawing nos. 11150 P2; 11151 P2, 12107 P2; 12159 P2; 18140 P2 and 18141 P2 and amplified by drawing no. 12202 P3 all received on 22/11/2022). – Conditional Permission
- 2.5 22/01880/LBC - External modifications to lobby entrance of service range. Enlargement of rear door opening to service wing and insertion of french doors with side lights. Erection of a new brick garden room and abutting metal framed covered external seating area to west elevation of the service range. Internal alterations to ground floor of service wing (as amended by drawing nos. 11150 P2; 11151 P2; 12107 P2; 12159 P2; 18140 P2 and 18141 P2 and amplified by drawing no. 12202 P3 received on 22/11/22) . – Conditional Consent

- 2.6 22/02844/FPH - Removal of the existing modern spiral stair and raising of the existing courtyard garden walls in matching brickwork to form single storey part-enclosure to courtyard and two storey gable addition – Conditional Permission
- 2.7 22/02845/LBC - Removal of the existing modern spiral stair and raising of the existing courtyard garden walls in matching brickwork to form single storey part-enclosure to courtyard and two storey gable addition. Internal and external alterations. – Conditional Consent
- 2.8 Various other applications for works.

3.0 **Representations**

3.1 **Conservation Officer – No Objection:**

*“This is essentially the same application as that considered under refs: 22/01879/FPH and 22/01880/LBC with minor alterations to the footprint and façade of the consented sunroom. The proposal is considered **UNOBJECTIONABLE**.”*

Recommends condition.

3.2 Neighbours: N/A

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The application site comprises No. 7 Bancroft. A unit most recently in use as office space as a single entity. The list entry for No. 6-8 Bancroft reads as follows:

“Mid-C18 brick house of 2 storeys surmounted by a parapet below a steep tiled roof with three gabled dormers. Ground floor, modern shopfronts, an old carriage-way through a slightly recessed section of the facade at the Northern end. 4 windows (including one in this recessed section), all Venetian except the central window of the main facade, which has a rounded head but no side lights.”

4.2 **Proposal**

- 4.2.1 Listed Building Consent is sought for: the Erection of a brick garden room and covered outdoor patio area, together with internal alterations and alterations to the garden levels and paving.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are the impact the proposed extension works and internal and external alterations would have on the character and appearance on the grade II listed building and the Codicote Conservation Area.
- 4.3.2 The Conservation officer advised no objection to the proposed development. The Conservation officer considers that the proposed works would not significantly detract or impact on the listed building to merit an objection. Impacts to the historic fabric from the development, and to the setting and significance of the heritage asset as a result of the scale and layout of the extensions would therefore not be unacceptable. The applicant has agreed to the recommended conditions, and therefore, subject to their

implementation, I do not consider that the proposal would detract from the heritage asset.

- 4.3.3 The impacts of the proposal on the character and appearance of the building and its significance as a designated heritage asset are considered acceptable.

4.4 **Conclusion**

- 4.4.1 The proposals are acceptable in listed building terms.

4.5 **Alternative Options**

- 4.5.1 None applicable.

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. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. Natural Welsh Slate shall be used on the roof of the Garden Room hereby approved 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 the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

4. A sample panel indicating brick type, bond and mortar mix for the Garden Room hereby approved shall be erected on site close to the existing rear (west) wall of the C19 addition and shall be made available for inspection by the Local Planning Authority and thereafter approved in writing by Local Planning Authority prior to the commencement of the construction of the Garden Room above the level of the garden terrace hereby approved. The development shall be carried out in accordance with the approved detail.

Reason: To ensure that special regard is paid to protecting the special architectural

and historic interest and integrity of the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

5. A sample of the stone to be used for the doorcase and step to the 'Family Entrance' as indicated at no.3 on approved drawing no. 18100 P5 shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of the development hereby approved. The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

6. The powder-coated metal framed structure forming the covered external seating area shall be finished in a colour to match the new brickwork to the Garden Room approved under Condition 4 above 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 the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

7. Full joinery details (including 1:1 scale section of glazing bars) of the new glazed doors and sidelights numbered 2 on approved drawing no. 18141 P3 shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of that part of the development hereby approved. The development shall be carried out in accordance with the approved details.

Reason: To ensure that special regard is paid to protecting the special architectural and historic interest and integrity of the building under Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Policy HE1 of the North Hertfordshire Local Plan.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 19 February 2026	