

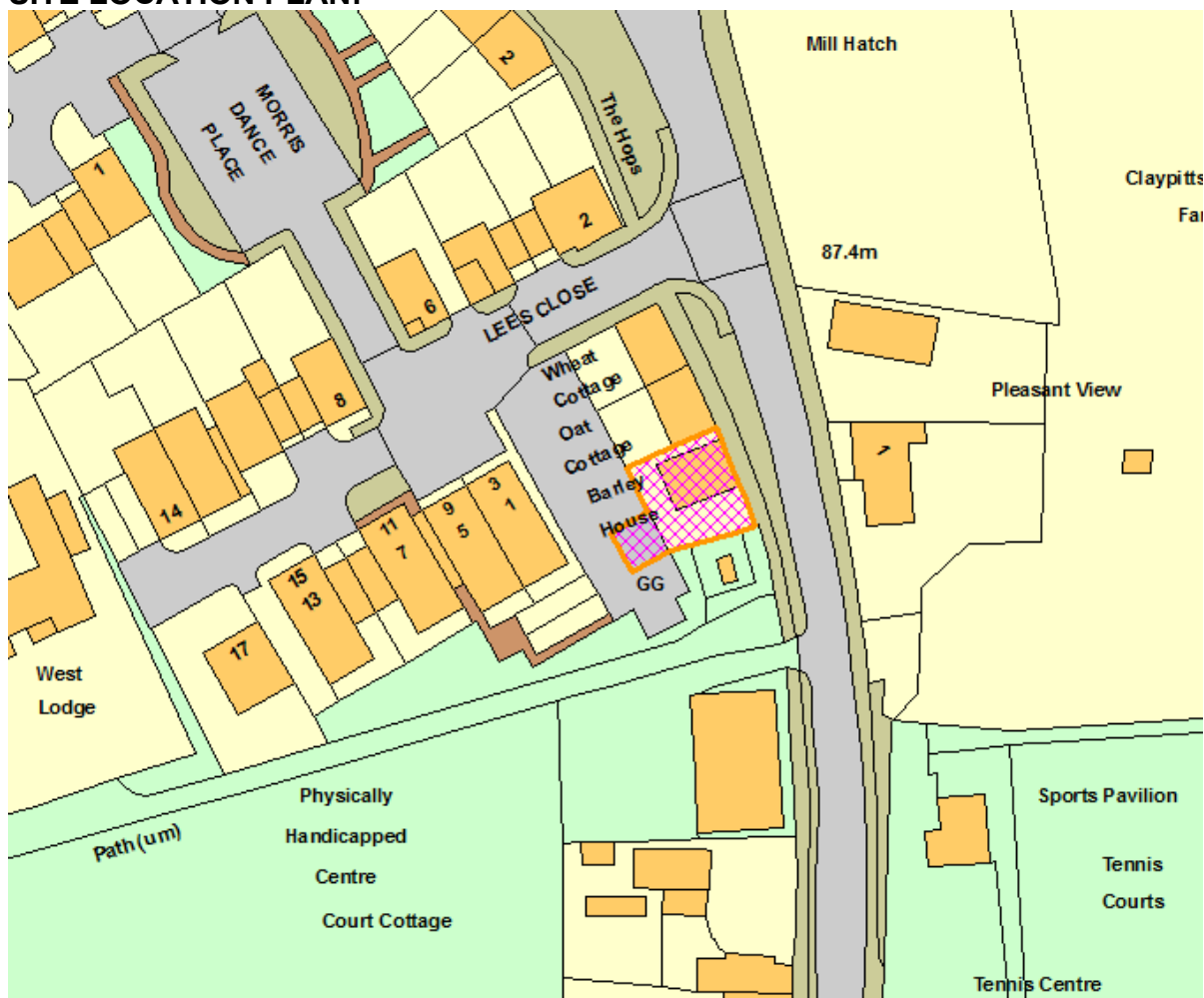
**ITEM NUMBER:** 10

**PLANNING COMMITTEE DATE:** 2 July 2025

**REFERENCE NUMBER:** UTT/25/1223/HHF

**LOCATION:** Barley House  
Dunmow Road  
Thaxted  
CM6 2LU

**SITE LOCATION PLAN:**



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Organisation: Uttlesford District Council      Date: 5 June 2025

**PROPOSAL:** Proposed loft conversion, including installation of rooflight windows

**APPLICANT:** Mr And Mrs K Woodley

**AGENT:** Mr David Jones

**EXPIRY  
DATE:** 4 July 2025

**EOT EXPIRY -  
DATE:**

**CASE  
OFFICER:** Miss Katherine Jennings

**NOTATION:** Within Development Limits  
Conservation Area – Thaxted  
Tree Protection Order (TPO) nearby

**REASON THIS  
APPLICATION  
IS ON THE  
AGENDA:** Applicant is a consultant used by the Planning Department

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## **1. EXECUTIVE SUMMARY**

- 1.1** The applicant seeks planning permission for a loft conversion, including the installation of four rooflights to the roof slopes.
- 1.2** The proposal is appropriate with respect to their design and appearance, with there being no harm to the significance of the Thaxted Conservation Area. The proposal would not result in detrimental harm to the amenities enjoyed by residential amenities, to parking or to biodiversity.
- 1.3** The proposal has been assessed against the relevant policies contained within the Development Plan and the National Planning Policy Framework. The officer concludes that the proposal complies and is in accordance with these policies and guidance. As the proposal is acceptable, the proposal is recommended for approval subject to conditions.

## **2. RECOMMENDATION**

That the Strategic Director of Planning be authorised to <b>GRANT</b> planning permission for the development subject to those items set out in section 17 of this report –
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## A) CONDITIONS

### 3. **SITE LOCATION AND DESCRIPTION:**

3.1 The application site is located on Dunmow Road in Thaxted. The dwelling has two floors and is detached. The walls of the dwelling are externally finished with render and the roof is gable-to-gable and finished with slate. Parking is located to the rear of the site. There is a garden to the side.

3.2 The application site is located on the edge of a residential area of Thaxted within an area of dwellings which was granted permission in 2018. The site lies within the Thaxted Conservation Area. Dwellings in the immediate locality generally have two floors and are detached or semi-detached. The predominant external finishing is render, with there being some other materials like brickwork nearby. Some dwellings in the locality also have rooflights.

### 4. **PROPOSAL**

4.1 The proposal is for a loft conversion, including the installation of four rooflights to the gable-to-gable roof slopes.

### 5. **ENVIRONMENTAL IMPACT ASSESSMENT**

5.1 The development does not constitute 'EIA development' for the purposes of The Town and Country Planning (Environmental Impact Assessment) Regulations 2017.

### 6. **RELEVANT SITE HISTORY**

Reference	Proposal	Decision
UTT/17/1444/FUL	Demolition of all structures on site (except designated Listed Buildings), demolition of 1.5m of the Listed brick wall. Redevelopment for 22 new dwellings and the conversion of the Listed Buildings to 7 dwellings with associated public open space, roads, access alterations and landscaping. Erection of new boundary wall. Revised scheme to that approved under UTT/16/0171/FUL - revisions to 8 of the new build dwellings and 7 of the proposed units in conversions of existing Listed Buildings.	Approved (2018)

UTT/17/1445/LB	Demolition of 1930s factory building and 1.5m of brick wall. Conversion of 3 Listed Building into 7 no. dwellings together with internal and external alterations hearth. Revised proposal that that approved under UTT/16/0172/LB	Approved (2018)
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## **7. PREAPPLICATION ADVICE AND/OR COMMUNITY CONSULTATION**

- 7.1 No pre-application discussions were undertaken between the Applicant and the Council prior to the submission of the Application.

## **8. SUMMARY OF STATUTORY CONSULTEE RESPONSES**

- 8.1 There was no statutory requirement to consult any statutory consultees as part of the assessment of this proposal.

## **9. PARISH COUNCIL COMMENTS**

- 9.1 At the time of writing this report, no comments were received from Thaxted Parish Council.

## **10. CONSULTEE RESPONSES**

- 10.1 It was not required that any other consultees be consulted on this proposal.

## **11. REPRESENTATIONS**

- 11.1 A site notice was displayed on site and 6 notification letters were sent to nearby properties. The application was advertised in the press. No representations have been received.

## **12. MATERIAL CONSIDERATIONS**

- 12.1 In accordance with Section 38 (6) of the Planning and Compulsory Purchase Act 2004, this decision has been taken having regard to the policies and proposals in the National Planning Policy Framework, The Development Plan and all other material considerations identified in the "Considerations and Assessments" section of the report. The determination must be made in accordance with the plan unless material considerations indicate otherwise.
- 12.2 Section 70(2) of the Town and Country Planning Act requires the local planning authority in dealing with a planning application, to have regard to

- a) The provisions of the development plan, so far as material to the application:
  - (aza) a post-examination draft neighbourhood development plan, so far as material to the application,
- b) any local finance considerations, so far as material to the application, and
- c) any other material considerations.

**12.3** Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the local planning authority, or, as the case may be, the Secretary of State, in considering whether to grant planning permission for development which affects a Conservation Area, to have special regard to whether the development would fail to preserve or enhance the character and appearance of the Conservation Area.

## **12.4 The Development Plan**

**12.4.1** Essex Minerals Local Plan (adopted July 2014)  
 Essex and Southend-on-Sea Waste Local Plan (adopted July 2017)  
 Uttlesford District Local Plan (adopted 2005)  
 Uttlesford Design Code (adopted July 2024)  
 Felsted Neighbourhood Plan (made February 2020)  
 Great Dunmow Neighbourhood Plan (made December 2016)  
 Newport and Quendon and Rickling Neighbourhood Plan (made June 2021)  
 Thaxted Neighbourhood Plan (made February 2019)  
 Stebbing Neighbourhood Plan (made July 2022)  
 Saffron Walden Neighbourhood Plan (made October 2022)  
 Ashdon Neighbourhood Plan (made December 2022)  
 Great & Little Chesterford Neighbourhood Plan (made February 2023)

## **13. POLICY**

### **13.1 National Policies**

**13.1.1** National Planning Policy Framework (2021)

### **13.2 Uttlesford District Local Plan 2005**

**13.2.1**

S3	Other Settlement Boundaries
GEN2	Design
GEN4	Good Neighbourliness
GEN7	Nature Conservation
GEN8	Vehicle Parking Standards
ENV1	Design of Development within Conservation Area
ENV8	Other landscape elements of importance for nature conservation
H8	Home extensions

### **13.3 Thaxted Neighbourhood Plan (2019)**

- 13.3.1 TX HD10 Design principles  
TX HC1 Heritage and Development

**13.4 Supplementary Planning Document or Guidance**

Uttlesford Local Residential Parking Standards (2013)  
Essex County Council Parking Standards (2009)  
Essex County Council Parking Guidance – Part 1: Parking Standards  
Design and Good Practice (2024)  
Essex Design Guide  
Uttlesford Interim Climate Change Planning Policy (2021)  
Uttlesford District-Wide Design Code (2024)

**14. CONSIDERATIONS AND ASSESSMENT**

- 14.1 The issues to consider in the determination of this application are:

- 14.2 **A) Principle of development (S3 and the NPPF)**  
**B) Character and appearance (GEN2, ENV1, H8, TX HD10, TX HC1 and the NPPF)**  
**C) Residential Amenity (GEN2, GEN4, and the NPPF)**  
**D) Parking (GEN8, Parking Standards and the NPPF)**  
**E) Ecology (GEN7, ENV8 and the NPPF)**

**14.3 A) Principle of development (S3 and the NPPF)**

- 14.3.1 The site is located within the development limits of Thaxted whereby Policy S3 states that development compatible with the settlement's character and countryside setting will be permitted within these boundaries. The proposal is a loft conversion within an existing building and therefore is deemed to be appropriate subject to other material considerations which are discussed below.

**14.4 B) Character and appearance (GEN2, ENV1, H8, TX HD10, TX HC1 and the NPPF)**

- 14.4.1 In terms of design policy, good design is central to the objectives of both National and Local planning policies. The NPPF requires policies to plan positively for the achievement of high quality and inclusive design for the wider area and development schemes. These criteria are reflected in policy GEN2 of the adopted Local Plan and policy TX HD10 of the Thaxted Neighbourhood Plan (2019) which also require that development is compatible with the scale, form, layout, appearance and materials of surrounding buildings. Furthermore, policy H8 of the adopted Local Plan explains that extensions will be permitted subject to their scale, design respecting the original building and that no significant harm to adjoining occupiers occurs.

- 14.4.2** Policy ENV1 of the adopted Local Plan and policy TX HC1 of the Thaxted Neighbourhood Plan (2019) of the adopted Local Plan states that development will be permitted where it preserves or enhances the character and appearance of the essential features of a Conservation Area, which Thaxted is.
- 14.4.3** Where any development may have a direct or indirect effect on designated heritage assets, there is a legislative framework to ensure the proposals are considered with due regard for their impact on the historic environment. Section 16 of the NPPF relates to the historic environment, and developments which may have an effect upon it.
- 14.4.4** Paragraph 213 of the NPPF states that “any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification”.
- 14.4.5** Paragraph 215 addresses the balancing of harm against public benefits. Paragraph 215 states that “where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use”.
- 14.4.6** There are no concerns about the loft conversion. The proposed Velux rooflights would be small in size and scale in comparison to the overall roof slope. This would ensure they remain subservient overall to the dwelling and to not dominate the roof slope. The location of the rooflights is appropriate – although not symmetrical, they nevertheless relate well to one another and would not look out of place. Given the more modern material of the dwelling’s existing windows, the Velux rooflights would be acceptable.
- 14.4.7** The application site is within the Thaxted Conservation Area. The proposed rooflights are conservation style. This means they have more of a flush profile, are smaller and have a vertical glazing bar. This style is more suited to the Conservation Area than other rooflights as they are more traditional in style and less prominent. Additionally, this dwelling and other dwellings in the locality have been designed in a contemporary and modern style, with some also benefitting from rooflights. As such, the rooflights would be in keeping, despite the Conservation Area.
- 14.4.8** There are no restrictions on permitted development rights regarding rooflights in Conservation Areas (Schedule 2, Part 1, Class C of the Town and Country Planning (General Permitted Development) (England) Order 2015 (“the Order”) as amended), subject to conditions. As such, if the windows were obscure glazed, the rooflights would be lawful under permitted development. This further demonstrates that the proposal, in terms of size and scale, is acceptable.



**14.4.9** In light of the above assessment, the proposal would cause no harm to the significance of the Conservation Area. As there is no harm attributed to the proposal, no heritage balance is required as per paragraph 215 of the NPPF.

**14.4.10** Therefore, the character and appearance of the proposal would be appropriate due to well-considered design choices. There would not be any harm to the significance of the Conservation Area and so its character and appearance would also not be affected. Apart from the lack of obscure glazing, the proposal would also be permitted under permitted development rights. Therefore, the proposal is acceptable and complies with policies GEN2, ENV1 and H8 of the Local Plan (2005), policies TX HD10 and TX HC1 of the Thaxted Neighbourhood Plan (2019) and the NPPF.

**14.5 C) Residential Amenity (GEN2, GEN4, and the NPPF)**

**14.5.1** Policies GEN2 and GEN4 of the adopted Local Plan state that development will not be permitted unless its design meets a variety of given criteria, including that it minimises the environmental impact on neighbouring properties by appropriate mitigating measures and that it will not have a materially adverse effect on the reasonable occupation and enjoyment of residential property, as a result of loss of privacy, loss of daylight, overbearing impact or overshadowing.

**14.5.2** The only neighbour which could be affected in the ways outlined above would be the neighbour to the north. The main concern would be if the rooflights would cause a loss of privacy, as they would not be obscure glazed. One rooflight would only face a wall with no windows, while the other would face the neighbouring garden more directly. Given the angle of the roof slope and the size of the rooflights, there would not be detrimental level harm to neighbouring amenity caused by this single rooflight.

**15.5.3** Therefore, there would be minimal impact on loss of privacy, and it would only be to an extent which might be expected in a residential area. Therefore, the proposal complies with policies GEN2 and GEN4 of the Local Plan (2005) and the NPPF.

**14.6 D) Parking (GEN8, Parking Standards and the NPPF)**

**14.6.1** Policy GEN8 of the Local Plan states that development will not be permitted unless the number, design and layout of vehicle parking places proposed is appropriate for the location as set out in the Supplementary Planning guidance 'Residential Parking Standards'.

**14.6.2** It is not proposed for there to be any additional bedrooms (despite the loft conversion), and the current parking provision would not be affected by the proposal. Therefore, the proposal complies with policy GEN8 of the Local Plan (2005), the Uttlesford Residential Parking Standards (2013),

the Essex County Council Parking Standards (2009), and the Essex Parking Guidance – Part 1: Parking Standards Design and Good Practice (2024) and the NPPF.

#### **14.7 E) Ecology (GEN7, ENV8 and the NPPF)**

**14.7.1** The application site itself is not the subject of any statutory nature conservation designation. It has not been suggested in that there could be protected species on the site. Question 1 of the biodiversity checklist has been filled in as “yes”, with some features of Question 2 also ticked. Given the residential nature of the dwelling and its recent construction, it is unlikely that there would be harm to ecology caused by works in the loft voids. Therefore, the proposal could be implemented without resulting in detrimental harm to protected species or their habitats and it would comply with policies GEN7 and ENV8 of the Local Plan (2005) and the NPPF.

### **15. ADDITIONAL DUTIES**

#### **15.1 Public Sector Equalities Duties**

**15.1.1** The Equality Act 2010 provides protection from discrimination in respect of certain protected characteristics, namely: age, disability, gender reassignment, pregnancy and maternity, race, religion or beliefs and sex and sexual orientation. It places the Council under a legal duty to have due regard to the advancement of equality in the exercise of its powers including planning powers.

**15.1.2** The Committee must be mindful of this duty inter alia when determining all planning applications. In particular, the Committee must pay due regard to the need to: (1) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; (2) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and (3) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**15.1.3** Due consideration has been made to The Equality Act 2010 during the assessment of the planning application; no conflicts are raised.

#### **15.2 Human Rights**

**15.2.1** There may be implications under Article 1 (protection of property) and Article 8 (right to respect for private and family life) of the First Protocol regarding the right of respect for a person’s private and family life and home, and to the peaceful enjoyment of possessions; however, these issues have been taken into account in the determination of this application.

**16. CONCLUSION**

- 16.1** In light of the above assessment, the character and appearance of the proposal would be appropriate and in keeping with the dwelling and the locality. There would be no harm caused to the significance of the Conservation Area. There would be no detrimental harm to residential amenities, parking or ecology as a result of the proposal.
- 16.2** The proposal complies with the policies of the Uttlesford Local Plan (2005), Parking Standards, the Thaxted Neighbourhood Plan (2019) and the National Planning Policy Framework. As such, it is recommended that planning permission be granted subject to conditions.

**17. CONDITIONS**

- 1** The development hereby permitted shall be begun before the expiration of 3 years from the date of this decision.

REASON: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2** The development hereby permitted shall be carried out in accordance with the approved plans as set out in the Schedule.

REASON: For the avoidance of doubt as to the nature of the development hereby permitted, to ensure development is carried out in accordance with the approved application details, to ensure that the development is carried out with the minimum harm to the local environment, in accordance with the Policies of the Uttlesford Local Plan (adopted 2005) as shown in the Schedule of Policies