

Thatched Cottage, Main Street, Lutton, Peterborough, PE8 5ND  
Milton (Estate) Estates Company  
Prepared by Steven Alexandrou BSc (Hons)  
January 2024



# HERITAGE DESIGN & ACCESS STATEMENT

---

# Table of Contents

1.0	Introduction	1
2.0	Site Description	1
3.0	Heritage	1
4.0	Design and Access Proposals	3
5.0	Conclusion	4

## Appendix 1

PRE-APPLICATION ADVISE

## Appendix 2

EXTERNAL RENDERS

## Appendix 3

WINDOW SCHEDULE

## 1.0 Introduction

This design and access statement has been prepared in support of the Listed Building Consent submitted by Bidwells, as Agent, for Milton (Peterborough) Estates Ltd in relation to the proposed repairs and refurbishment of Thatched Cottage, Main Street, Lutton, Peterborough, PE8 5ND.

The property is Grade II Listed [List Entry: 1190621] under the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended for its special architectural or historic interest.

## 2.0 Site Description

Thatched Cottage, also known under the Grade II Listing as 'House Immediately North of Milton House, Main Street' is situated on Main Street, Lutton, immediately north of Milton House and opposite Brook Farm.

Thatched Cottage is a single-storey brick-built cottage dated between early-mid c19, with a thatch covered roof to the main part of the building consisting of lead covered parapet walls to each gable. The first floor is utilised as habitable space with the construction of a total of six eyebrow dormers. The single-storey extension located to the northern part of the building is constructed with a pantile roof covering in mid c19. The cottage consists of a total 3no. brick-built chimney stacks.

The main, north-east facing elevation features a central part-glazed door located under gauged brick heads, with a semi-circular brick relieving arch. Located beneath the eaves is a brick dentil cornice. The front elevation includes two three-pane casement windows to the ground floor and three two-pane casement windows to the first-floor attic, located under eyebrow dormers.

The rear south-west facing elevation is similarly constructed, with part-rendered elevation adjacent to the boundary shared with Milton House. The ground floor includes an assortment of timber framed windows and a double-glazed panel patio door. The three eyebrow dormers include 2no. two-pane casement windows and a single six-paned double casement window.

The single-storey brick-built extension located to the north of the main building houses is covered in with a pantile roof and houses the kitchen, bathroom and external coal store.

The property has been vacant since mid-2022 after the long-term Tenant passed away. The Landlord, Milton (Peterborough) Estate Ltd are proposing to undertake the necessary repair and renovation works in order to seek a new Tenant for the property.

## 3.0 Heritage

### Heritage Significance

The property was Grade II listed on 25<sup>th</sup> January 1988 [List Entry:1190621] with the following description:

*House. Early and mid C19. Brick with thatch and pantile roofs. Originally 2-unit plan. Single storey with attic. 2-window range of C19 casements under gauged brick heads. 3 similar windows, under eyebrow dormers, to attic. Central part-glazed door, also under gauged brick head, with semi-circular brick relieving arch above. Brick dentilled cornice. Brick gable parapets*

*and brick stacks at ends. Mid C19 single-storey brick extension to right has pantile roof. Interior not inspected but noted as having spine beams.*

## Design Proposals

The proposed works to which Consent is being sought for comprises:

**a) Removal of the existing cementitious render to the rear elevation.**

A cementitious render has been applied to part of the rear elevation. The render is unsympathetic to the character of the building.

It is proposed to remove the render and undertake any repairs required to the brickwork beneath. The works would be undertaken using traditional construction methods and ensure that the coursing and materials beneath match the existing. The proposed works would enhance the setting and appearance of the building. Please refer to Appendix 2 for the proposed visual render.

**b) Repointing of external elevations together with replacement of frost damaged, spalled bricks and mortar infilled bricks.**

The brickwork to the side and rear elevation has deteriorated with loose and eroded mortar joints and frost damaged and spalling brickwork. Furthermore, previous repairs have been undertaken in patches with cementitious mortar pointing and mortar infills to the face of the bricks. The repairs are unsympathetic to the character of the building.

It is proposed that all repairs would be undertaken using salvaged bricks supplemented with reclaimed bricks to match existing as much as possible. Owing to the extent of deterioration, the proposed works may require a small section of the wall to be disassembled. The proposed works would enhance the setting and appearance of the building.

**c) Replacement of existing single glazed timber frame windows with new double glazed timber windows.**

The existing timber casement windows are rotten and deteriorated. Furthermore, the windows are mismatching following ad hoc replacement. It is proposed to replace the windows with new double glazed timber casement windows to provide a consistent appearance. The proposed works would enhance the setting and appearance of the building. Please refer to Appendix 2 for the proposed visual and Appendix 3 for the existing window schedule.

**d) Recovering of pantile roof, with existing and salvaged tiles to match existing.**

The existing pantile roof has fallen into disrepair with localised damage to the tiles and ridge. It is proposed to remove the existing tile and set aside for reuse and be supplemented, where required, with reclaimed tiles to match existing. The proposed works would enhance the setting and appearance of the building.

**e) Replacement of the existing ground floor construction with new.**

The internal walls are suffering from dampness as a result of an impermeable concrete layer being previously cast over the brick floor which is set upon a lime sand and soil substrate. The dampness has resulted in blown plaster and rotten skirtings throughout

the ground floor. It is proposed to breakout the existing floor construction and install a new limecrete ground floor slab which will allow the floor construction to breathe. Furthermore, it is proposed to add a layer of insulation within the new construction to help improve the thermal efficiency. The proposed works look indistinguishable from the current arrangement.

**f) Removal of hedge and replacement with fence located along north boundary.**

The existing hedge located adjacent to the carriageway, along the northern boundary of the site is to be removed and replaced with a post and rail timber fence. The proposal intends to eliminate visual obstruction of traffic and vehicles arriving/departing from the premises and improve the safety of occupants and the public.

**g) Demolition of lightweight garage structure/shed, and replacement of small timber shed.**

The existing garage structure/shed is proposed to be demolished, including concrete slab. A secondary small timber shed is proposed to be replaced like for like.

### **Impact Assessment**

The aim of the proposed work is to repair damage caused by deterioration of the building through lack of maintenance in recent years ensure the integrity of the building does not deteriorate.

The approach to the design and specification of the works is to undertake these in method that does not degrade the properties architectural and historical significance.

The proposed works will conserve the significant of a Grade II listed building and contribute to the continued safe use of the building for the foreseeable future.

## **4.0 Design and Access Proposals**

### **Involvement / Consultation**

Pre-application advice was sought from Chris Spong in September 2023. A copy of which is contained within Appendix 1.

### **Use**

The property is currently used as a residential dwelling. The use of the property will not be altered as part of the proposal.

### **Amount**

The gross internal floor area of the property will not be altered as part of the proposal.

### **Layout**

The layout of the site will be altered as part of the proposal. The layout of the property will be amended with relocating the bathroom to the first floor to provide a larger kitchen space for modern living requirements.

### Scale

The scale of the site and property will not be altered as part of the proposal.

### Landscaping

The landscaping surrounding the property will be altered as part of the proposal.

### Appearance

The external appearance of the property will be altered as part of the proposal. The appearance of the rear elevation will change to a more traditional type in keeping with the design of the building.

Internally the appearance of the property will be altered as part of the proposal. However, the change will be minimal and improve the quality of the living space for future occupants and generations.

## 5.0 Conclusion

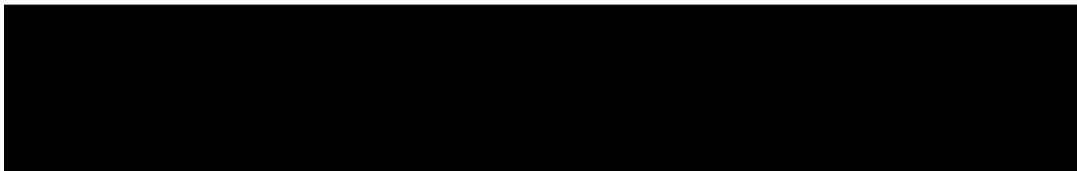
Thatched Cottage is a Grade II Listed Building, is suffering from a lack of planned maintenance and is overdue repairs to maintain the integrity of the building securing the future of the building.

The proposed works have been formulated as a result of careful consideration of the property and in context of the listing and in respect of the setting of Thatched Cottage within the village of Lutton and will conserve the significance of a Grade II listed building and contribute to the continued safe use of the building for the foreseeable future.

We trust that this heritage, design and access statement meets your requirement, but should you have any queries or require any clarification of the above points please do not hesitate to contact us.

Prepared by:

Reviewed by:



**Steven Alexandrou BSc (Hons) MRICS**

For and on behalf of Bidwells LLP  
Trumpington Road  
Cambridge CB2 9LD

Date: 6<sup>th</sup> February 2024

**Darren Lewins BSc (Hons) MRICS**

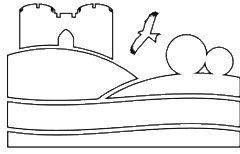
For and on behalf of Bidwells LLP  
Trumpington Road  
Cambridge CB2 9LD

Date: 8<sup>th</sup> February 2024

# APPENDIX 1

## PRE-APPLICATION ADVISE

---



Bidwells - Darren Lewins  
C/o Email

Ask for: Chris Spong  
Telephone: 01832 742351  
Email:  
Our Ref: NE/23/00517/QRY/  
Your Ref:  
Date: 20 September 2023

Dear Sir or Madam

**Proposal: Install double glazed units matching the existing design in style and profile, render and restore brickwork and to install a damp proof membrane and re lay a concrete slab**

**Location: Thatched Cottage Main Street Luton Peterborough PE8 5ND**

I refer to your enquiry received in this office on **10 May 2023** regarding the likelihood of planning approval being given for the above proposal.

Based on the information you have provided, I would comment on the proposal as follows:

Based on the information you have provided; I would comment on the proposal as follows:

#### Planning Policy Considerations

National Planning Policy Framework (NPPF) 2023

Planning Practice Guidance (PPG)

National Design Guide (PPG) (September 2019)

North Northamptonshire Joint Core Strategy (JCS) (2016)

Emerging East Northamptonshire Local Plan (LPP2) (2021)

Householder Extensions Supplementary Planning Document

Historic England - 'Traditional Windows - Their Care, Repair and Upgrading' (2017)

Historic England - 'Energy Efficiency and Historic Buildings - Insulating Solid Ground Floors' (2012)

Policy 2 of the North Northamptonshire Joint Core Strategy seeks to protect the historic environment.

Criterion a) of this states that proposals should conserve and, where possible, enhance the heritage significance and setting of an asset or group of assets in a manner commensurate to its

significance. In addition, criterion b) of the same Policy states that proposals should complement

their surrounding historic environment through the form, scale, design and materials.

The Thatched Cottage is a Grade II listed building and is positioned in a relatively prominent location within Luton. Adjacent to the subject dwelling/ site is the Grade II listed Brook Farm.

Due to the nature of the proposed works there would be no impact on neighbouring amenity or parking provisions/ highway safety. The more pertinent consideration is the impact on the significance of the heritage asset. Each aspect of the proposal is identified and considered below:



#### Replacement windows with double glazing

As with all listed buildings, windows profoundly affect the appearance of the property and contribute to the overall significance of a building. Although it was suggested during the site visit that the window frames are not original to the building, they are considered to be essential to the character of the property.

In general, due to differences in glazing bar sizes and their potential to be harmful to the property, the replacement of single glazing windows with double glazing would not be encouraged. However, in special circumstances replacement windows could be accepted where the replacement window would match the form, detailing and operation of the existing window.

However, as alluded to previously, there is some doubt surrounding the originality/ historic significance of the existing windows with it being suggested that they are inappropriate and diminish the significance of the heritage asset. As shown within the indicative coloured elevation plan, a more uniformed visual appearance is proposed with each window featuring at least one glazing bar. Specific detailing of the windows has not been provided, however, should an future application be submitted, justification and evidence should be submitted showing how the proposed window design would be in keeping with the period and architectural style of the building. In addition, your attention is drawn to Section 6 of the Historic England guidance 'Traditional Windows - Their Care, Repair and Upgrading' which outlines the 5-step approach for the alteration and/ or replacement of windows.

If replacement windows are deemed to be the only viable option, robust justification for the proposed works should be submitted ensuring that the design, materials and workmanship are sensitive and appropriate to the significance of the heritage asset.

Without this detail and robust justification, this aspect of the proposal is very unlikely to be supported if any application was submitted.

#### Restoration of the brickwork

Currently the render applied to the rear elevation of the property is unsympathetic to its character and its removal would undoubtedly enhance the setting of the listed building. Similarly, the brickwork has deteriorated and been unsympathetically repaired with cement mortar infills.

Specific details on the materials have not been submitted, however, providing that traditional construction techniques are used at that the coursing and materials would match that of the existing property it is likely that this aspect of the proposal would be considered acceptable.

As established on site (and confirmed via email) due to the extent of the deterioration, it is likely that a small section of the wall may need to be disassembled. Similarly, to the above, providing that salvaged bricks and/ or reclaimed bricks are used, this aspect is also likely to be considered acceptable.

Please note that, details of the materials should be submitted as part of the formal application for listed building consent. If this is not possible all proposed materials will be requested as a pre commencement condition.

#### Damp proof membrane and re-lay a concrete slab

Limited information has been submitted regarding the existing slab therefore it is difficult to provide detailed advice on this aspect. Nonetheless, having discussed the proposal with the Councils Principal Conservation Officer he has requested that additional investigative works

be carried out to determine whether the existing concrete slab is screed over an historic floor. If historic fabric is identified, then (as per paragraph 194 of the NPPF) the applicant/ agent must provide sufficient detail to understand the potential impact of the proposal on the building significance. If it is established that the entire floor/ slab is concrete, a limecrete replacement and appropriate damp-proof membrane is likely to be considered acceptable.

Similarly, to the above advice, your attention is drawn to Historic England's guidance 'Energy Efficiency and Historic Buildings - Insulating Solid Ground Floors' - in particular section 2 of this document.

#### Other matters

I would recommend that you consult the following team(s) for their comments on the proposal prior to submitting an application:

ecology@northnorthants.gov.uk

info@naturespaceuk.com

e-midlands@historicengland.org.uk

#### Conclusion of Assessment:

In its current form, based on the information submitted, the proposal would not adhere to paragraph 130 and 199 of NPPF and Policies 2 and 8 of the North Northamptonshire Joint Core Strategy. As such, subsequent applications for planning permission and listed building consent for the works unlikely to be supported by officers.

Please note that this letter represents your pre-application advice. The Council is not able to enter into detailed discussions regarding this advice, because of the number of queries it receives. The advice, whilst given in good faith, cannot prejudice the decision of the Local Planning Authority in determining any formal application which may be received. If anything is unclear, following the receipt of this letter, please contact the office, preferably by email.

Please note that except where expressly stated, in formulating this pre-application advice the Council has not undertaken any consultations with external bodies or agencies. You are therefore strongly advised to approach any such bodies or agencies yourself to gain as full a picture as possible of any potential issues or constraints that fall outside the remit or expertise of this Council but may arise during the determination of a formal planning application.

If you decide to make a formal application our website provides further information about how to apply and what to include in your application. Please refer to the following link: [www.east-northamptonshire.gov.uk/planning/applyonline](http://www.east-northamptonshire.gov.uk/planning/applyonline)

Please note that all applications have to comply with both national and local requirements in order to be made valid. I have attached a checklist of the local validation requirements for your particular proposal, however please note that the information provided is for guidance only based upon the information available to the officer at the time of writing. Further information may be required once the application has been received.

If you are unsure whether your proposal requires an Environmental Statement under the Environmental Impact Assessment Regulations (2017) as amended, please submit a formal screening request to the Council.

**Under Paragraph 38 of the National Planning Policy Framework, this council operates a process of 'positive planning'. On that basis, it is our commitment to determine formal applications within the statutory time period wherever possible, to provide certainty to our customers. In order to do that, we will not always enter into discussions during the course of applications, therefore you should ensure that all information likely to be required is submitted at the outset. Our Development Management Charter provides further information about how we process planning applications:**

<https://www.east-northamptonshire.gov.uk/developmentmanagementcharter>

If you consider your formal application is likely to be particularly complex and as a result is likely to require a longer period for determination than the statutory time period, you are encouraged to discuss with us whether a Planning Performance Agreement (PPA) might be appropriate. Please note that there would be a charge for entering into a PPA with the Council.

I would stress that this letter does not constitute a Certificate of Lawful Development under either Section 191 or 192 of the Town and Country Planning Act 1990 (as amended). If you wish to obtain a formal determination you can make an application under the above legislation on forms available from this office. A fee is normally payable for such an application.

In addition to any permissions that may or may not be required in relation to Planning legislation the Council's Building Control team deal with separate legislation known as the Building Regulations. This legislation secures the health, safety, welfare and convenience for everyone.

For advice and guidance about the Building Regulations, including the need for consent, please contact the Council's Building Control at [BuildingControl.ENC@northnorthants.gov.uk](mailto:BuildingControl.ENC@northnorthants.gov.uk) Information can also be obtained from the Council's website at <https://www.east-northamptonshire.gov.uk/site/scripts/documents.php?categoryID=200154>

Before proceeding with a formal application you are advised to check your deeds to see if there are any covenants, private rights of way, or other legal restrictions which would preclude the development being carried out.

For details of how we treat your data, please see our Privacy Statement:  
[www.northnorthants.gov.uk/privacynotices](http://www.northnorthants.gov.uk/privacynotices)

I hope the above information is useful.

Yours faithfully

Chris Spong  
Development Management Officer  
Planning Services

**Pre Application Advice Reference No. NE/23/00517/QRY/**

**Information that will be required with a subsequent planning application**

Please note that this information is for guidance only and is based upon the information available to the officer at the time of writing. Further information may be required once the application has been received. All applications have to comply with both National and Local Requirements in order to be made valid.

<b><u>NATIONAL REQUIREMENTS CHECKLIST</u></b>	<b>Required</b>	<b>Y</b>	<b>N</b>
<b>Plans to Identify Site (Location Plan)</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Layout / Block Plan</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Design and Access Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b><u>LOCAL REQUIREMENTS CHECKLIST</u></b>			
<b>Floor Plans</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Elevations</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Levels / Cross Sections / Finished Floor Levels</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Site Survey</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Air Quality Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Archaeological Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Biodiversity Survey and Report</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Crime Impact Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Flood Risk Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Heads of Terms - Section 106 Agreements</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Housing Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Heritage Impact and Justification Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Land Contamination Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Landscaping Details</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Landscape and Visual Impact Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Lighting Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Noise Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Odour Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Photographs and Photomontages</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Playing Field Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Statement of Community Involvement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Structural Survey</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Supporting Planning Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Sustainability Appraisal and Energy Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Town Centre Uses</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Transport Assessment and Statement</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Travel Plan</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Tree Survey / Arboricultural Implications</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>Utility Assessment</b>		<input type="checkbox"/>	<input type="checkbox"/>
<b>EIA</b>		<input type="checkbox"/>	<input type="checkbox"/>

# APPENDIX 2

# EXTERNAL RENDERS

---



FRONT ELEVATION



REAR ELEVATION

## Visuals

Client: Milton (Peterborough) Estates Project: Thatched Cottage, Lutton, Peterborough PE8 5ND Date: 13th March '23

# APPENDIX 3

## WINDOW SCHEDULE

---



# Window Schedule

Thatched Cottage, Lutton, Peterborough



Ref:	Level	Description	Condition	Image Ref:	Photograph
W101	Ground	Three pane single glazed crital window comprising two fixed panes and a central opening casement set within a timber frame.	<ul style="list-style-type: none"> <li>•Rot present to approx 40% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> <li>•Glazing damaged.</li> </ul>	1 - 8	
W102	Ground	Three pane single glazed crital window comprising two fixed panes and a central opening casement set within a timber frame.	<ul style="list-style-type: none"> <li>•Decorations deteriorated externally.</li> <li>•Corrosion present to crittal.</li> </ul>	9 - 16	
W103	Ground	Two pane single glazed crittal window comprising two fixed panes set within a timber frame.	<ul style="list-style-type: none"> <li>•Rot present to approx 50% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> <li>•Putty loose and eroded.</li> <li>•Corrosion present to crittal.</li> </ul>	17 - 26	
W104	Ground	Two pane single obscure glazed timber window comprising single fixed pane and a single opening casement within a timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Rot present to approx 60% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> <li>•Putty loose and eroded.</li> </ul>	17 - 34	
W105	Ground	Two pane single glazed crittal window comprising single fixed pane and a single opening casement within a timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Decorations deteriorated exposing bare timber.</li> <li>•Putty loose and eroded.</li> </ul>	35 - 44	
W106	Ground	Three pane single glazed timber window comprising two fixed panes and single opening casement within a timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Rot present to approx 30% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> <li>•Decorations deteriorated exposing bare timber.</li> <li>•Glazing damaged.</li> </ul>	45 - 52	
W201	First Floor	Two pane single glazed crittal window comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Decorations deteriorated externally.</li> <li>•Ironmongery missing.</li> </ul>	53 - 59	
W202	First Floor	Two pane single glazed crittal window comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Ironmongery missing.</li> <li>•Corrosion present to crittal.</li> </ul>	60 - 68	
W203	First Floor	Two pane single glazed crittal window comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Decorations deteriorated internally.</li> <li>•Putty loose and eroded.</li> </ul>	69 - 75	
W204	First Floor	Two pane single glazed crittal window with three muntin per pane comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Decorations deteriorated exposing bare timber.</li> <li>•Corrosion present to crittal.</li> </ul>	76 - 82	
W205	First Floor	Two pane single glazed crittal window comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Ironmongery missing.</li> <li>•Rot present to approx 25% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> </ul>	83 - 90	
W206	First Floor	Two pane single glazed crittal window comprising single fixed pane and a single opening casement set within timber frame and ironmongery.	<ul style="list-style-type: none"> <li>•Rot present to approx 25% of timber. Further investigation revealed that when prodded, tool penetrated through the frame.</li> <li>•Decorations deteriorated exposing bare timber.</li> </ul>	91 - 97	



BIDWELLS