

IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

**SECTION 38 (1) PLANNING (LISTED BUILDINGS AND CONSERVATION  
AREAS) ACT 1990**

**LISTED BUILDING ENFORCEMENT NOTICE**

To: The Company Secretary, Clydesdale Bank PLC, 30 St Vincent Place,  
Glasgow, G1 2HL

**ISSUED BY:**      **NORTH EAST LINCOLNSHIRE COUNCIL**

1.      THIS IS A FORMAL NOTICE which is issued by the Council under Section 38 of the Planning (Listed Buildings and Conservation areas 1990 ("the Act") because it appears to the Council that works have been carried out to the listed building described in paragraph 2 of this notice in contravention of Section 9 of the above Act. The Council considers that it is expedient to issue this notice, having regard to the effect of the works on the character of the building as being of special architectural or historic interest. The annex at the end of the notice and the enclosures to which it refers contain important additional information.

2.      **THE BUILDING AFFECTED**

18 Cleethorpe Road, Grimsby DN31 3LB ("the building")

3.      **THE MATTERS WHICH ARE ALLEGED TO CONTRAVENE SECTION  
9 OF THE ACT**

Without listed building consent

3.1 The removal of 3 first floor timber vertical sash windows and the subsequent installation of 3 UPVC double glazed units.

3.2 The removal of 1 first floor rear casement window and the subsequent installation of a single UPVC glazed unit.

4.      **REASONS FOR ISSUING THIS NOTICE**

The loss of the original windows affects the symmetry and overall appearance of this Grade II Listed Building. The Council does not believe that Listed Building Consent should be granted for these alterations because they adversely affect the character and significance of the Listed Building. Conditions could not overcome these objections.

5. WHAT YOU ARE REQUIRED TO DO IN ORDER TO RESTORE THE BUILDING TO ITS FORMER STATE:

- 5.1 Remove the 4 first floor UPVC double glazed windows (see Photo 1 and Photo 2) - the existing UPVC windows are to be removed carefully by hand to avoid damage to the original architrave and disposed of off-site.
- 5.2 To the first floor front elevation install 3 new timber sash windows. These should be fitted from the inside, tight to the opening – reusing the original box frame if possible. The new sash windows should be 6/6 weighted vertical sliding sash to fit the openings with glazing bars and frame to match exactly (internally and externally) those in Photo's 3 & 4. These photos show the central, first floor window on the east elevation of the building.
- 5.3 Insert a single timber casement to the first floor rear elevation to match exactly the window adjacent (see Photo 5).
- 5.4 Joints to the frame and the sashes shall be Mortise and Tenon with locking dowel detail. The windows shall be single glazed without trickle vents. All new glazing shall be 6mm fixed using pins and putty externally.
- 5.5 The exterior of the windows are to be finished in full gloss paint - colour (white or off white) to match existing decoration, taking care to seal the putty in doing so. Internal finish to be painted (not stained) to suit interior décor (own choice). All window linings/architrave where original are to be retained and made good with matching details in timber. Where these have been removed new timber details will be made to match Photo 6.

6. TIME FOR COMPLIANCE

6 Months after this notice take effect.

7. WHEN THIS NOTICE TAKES EFFECT

This notice takes effect on 7/10/17... unless an appeal is made against it beforehand.

Dated:

6/10/17

Signed:

acslate

Angela Blake  
Director of Economy & Growth  
North East Lincolnshire Borough Council  
Municipal Offices  
Town Hall Square  
Grimsby  
DN31 1HU

## ANNEX

### YOUR RIGHT OF APPEAL

You can appeal against this Notice, but any appeal must be received, or posted in time to be received, by the Secretary of State before the date specified in paragraph 7 of this notice. The Planning Inspectorate information sheet, which is included with this Notice, will give you the information needed to enable you to submit your Appeal. Please read it carefully.

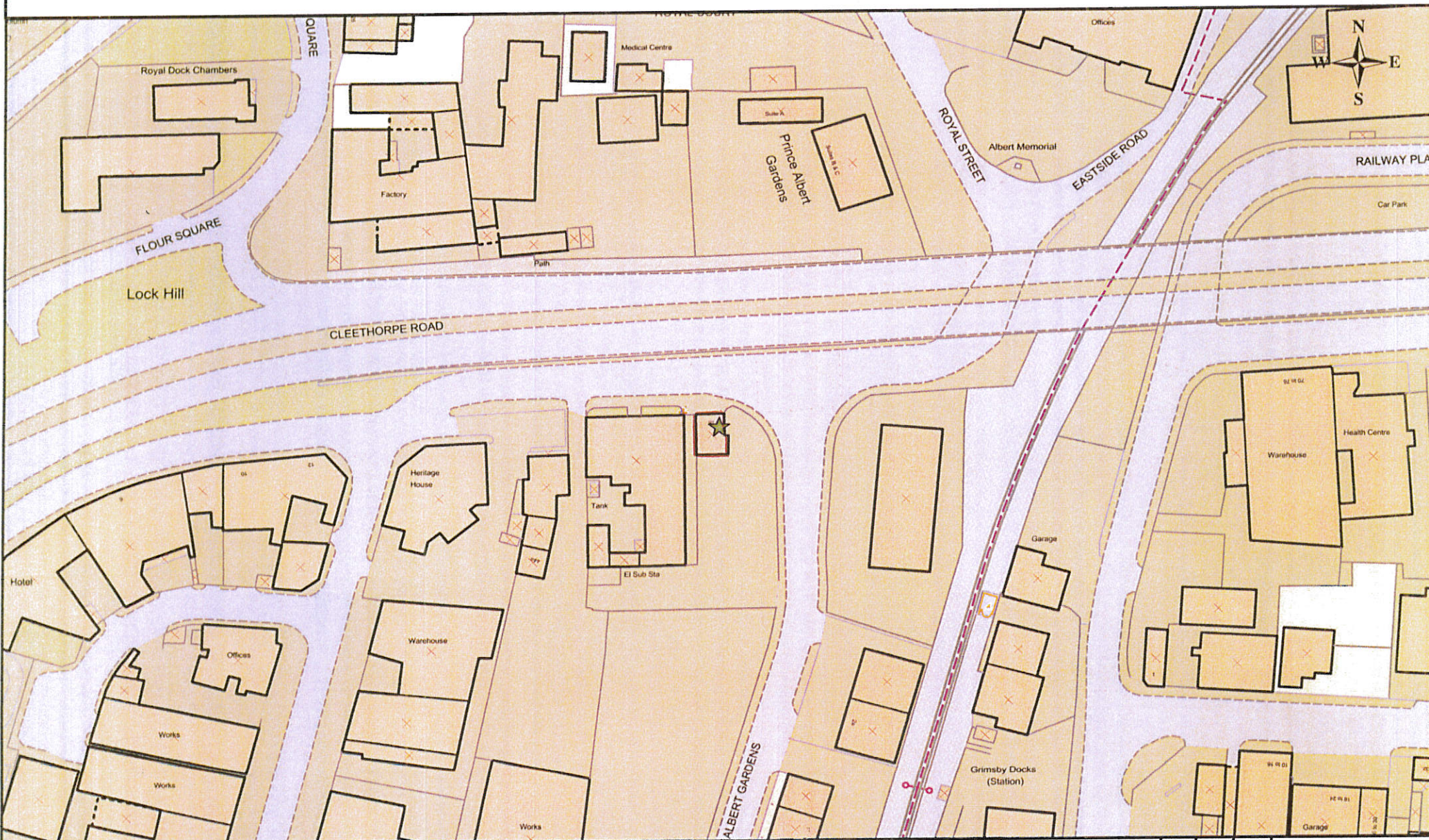
**Please note, you MUST make sure that the Planning Inspectorate receives your appeal before the effective date on the Enforcement Notice.**

### WHAT HAPPENS IF YOU DO NOT APPEAL

If you do not appeal against this enforcement notice, it will take effect on the date specified in paragraph 7 of this notice and you must then ensure that the required steps for complying with it, for which you may be held responsible, are taken within the period(s) specified in the notice. Failure to comply with an enforcement notice which has taken effect can result in prosecution and/or remedial action by the Council.



# 18 Cleethorpe Road





**Photo 1-** First floor showing 3 double glazed windows to front elevation



**Photo 2-** First floor double glazed windows to the rear elevation



**Unauthorised window**

**Photo 3-** Existing 6/6 vertical sliding sash window- internal detail



**Photo 4-** 1<sup>st</sup> floor Original central sash windows – external detail



External detail



**Photo 5-** Original rear casement window- internal detail



**Photo 6-** Original sash window- internal architrave detail