



**Hartlepool  
Borough Council**

## **OFFICER DECISION RECORD**

**Department:** Neighbourhoods and Regulatory Services

**Division:**

**Date of Decision / Issue  
of Licence:** 18/12/2025

**Officer Making Decision:** MR KA BOSTOCK

**Subject / Description &  
Reason for Decision:  
(for publication)** ENFORCEMENT ACTION – THE ERECTION OF AN  
ENTRANCE PORCH AND THE ERECTION OF A FENCE

**Type of Decision:** Non Key

**Nature of Delegation  
Being Exercised:** DNR (5a) -That any decision to take enforcement action under the Town and Country Planning Act 1990 (as amended) and the formulation and pursuance of the Council response to any subsequent appeal henceforth be delegated to the Director of Neighbourhood and Regulatory Services.

**Alternative Options  
Considered & Rejected:** A retrospective planning application has been refused. The local planning authority is therefore required to consider the expediency of taking enforcement proceedings in order to remedy the breach.

**Any Declared Register of  
Interest:** No

**Other Considerations:**

### **OFFICER WITH THE DELEGATION**

**NAME:** MR KA BOSTOCK

**POSITION:** Director of Neighbourhoods & Reg Servs

**IN CONSULTATION WITH...**

**NAME: KIERAN BOSTOCK**

**POSITION: Director of Neighbourhoods & Reg Servs**



# HARTLEPOOL BOROUGH COUNCIL

## OFFICER DECISION RECORD

Date of Decision:

Officer Making Decision:	Kieran Bostock: Director of Neighbourhood and Regulatory Services
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Any Declared Register of Interest	No

OFFICER WITH THE DELEGATION

NAME: Kieran Bostock

POSITION: Director of Neighbourhood and Regulatory Services

**Report of:** PLANNING ENFORCEMENT OFFICER

**Subject:** ALVIN HOUSE, 9 SOUTH END: THE ERECTION OF AN ENTRANCE PORCH AND THE ERECTION OF A FENCE

**This item contains exempt information under Schedule 12A Local Government Act 1972, (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. (para 5) and Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment (para 6)**

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## **1. PURPOSE OF THE REPORT**

- 1.1 To consider whether it is expedient in the circumstances to issue an Enforcement Notice in respect of the erection of an entrance porch and a fence at the front of Alvin House, 9 South End.
- 1.2 The site in question is shown edged in red on a site location plan at **Appendix 1** of this report. Photographs of the site are at **Appendix 2**.

## **2. BACKGROUND**

- 2.1 The site is an end of terrace, two storey dwelling within the Seaton Carew Conservation Area. The site features amenity space to the front, and benefits from off-street parking (located beyond the enclosed front garden). The site adjoins no. 8 South End to the side (north), which forms part of a small terrace (No's 5 to 8, inclusive) that are Grade II Listed Buildings, while flats 9 to 20 Regal Close are to the rear (west). To the side (south), the site is bounded by a highway and a parcel of open space with flats no. 1 to 8 (inclusive) Regal Close beyond.
- 2.2 In March 2025 a complaint was received alleging that a large porch was being erected at the front of the property.
- 2.3 A site visit carried out in March 2025 revealed that a large brick porch with dual pitch roof and brick step/platform to the side had been erected at the front of the house. The porch was measured and was found to exceed the relevant permitted development dimensions.

- 2.4 The property owner was advised that planning permission is required for the erection of the porch and was invited to submit a retrospective planning application seeking to regularise the development.
- 2.5 In April 2025 a complaint was received alleging that a substantial high timber fence had been erected to the front of the property.
- 2.6 A site visit carried out in April 2025 confirmed that a high close boarded timber fence had been erected to the front of the property.
- 2.7 The property owner was further advised that planning permission is also required for the erection of the fence and that this element should also be included as part of a retrospective planning application seeking to regularise the development.
- 2.8 A valid retrospective planning application for 'Erection of entrance porch and the erection of a fence (part retrospective)' was submitted in June 2025.
- 2.9 The application was subsequently refused at planning committee on 12/11/2025 for the following reason:
  1. In the opinion of the Local Planning Authority, the erected front porch extension, by virtue of its design, use of materials, scale and siting, constitutes an unsympathetic and visually intrusive form of development, to the detriment of character and appearance of the host dwelling and surrounding Conservation Area, and to the detriment of the setting of the adjoining Grade II Listed Building. As such, the development causes less than substantial harm to the designated heritage assets (Seaton Carew Conservation Area and 8 South End respectively). It is further considered that there is no information to indicate that this harm would be outweighed by any public benefits of the development. The proposal is therefore contrary to Policies HE1, HE3, HE4, HE7, HSG11 and QP4 of the Hartlepool Local Plan (2018), as well as Paragraphs 135, 139, 203, 210, 212, 215, and 219 of the National Planning Policy Framework (2024)..

- 2.8 The Council's Traffic and Transportation, Heritage and Countryside, and Development Management sections were consulted as part of consideration of the planning application and their comments are reproduced as follows:

HBC Traffic and Transportation

There are no highway or traffic concerns

HBC Heritage and Countryside

The proposal is a retrospective application for the erection of a boundary fence to the front of the property and a porch.

The boundary fence is a close boarded timber fence, to the immediate front of the house a private space has been created where it is proposed the current 2.4m fence will be reduced to a height of 2m. To the remainder of the space, a proposed parking area, the fence is reduced in height to 0.9, on top of an existing dwarf wall and 1.2ms respectively.

Surrounding properties have varying boundary treatments the immediate neighbour has a low boundary fence, with planting used to create privacy. More widely in the terrace low walls are the predominant boundary treatment of small front hard standing.

It is noted that the applicant is proposing to reduce the fence closest to the property in height, however this remains a dominant feature in the street scene, particularly given the prominence of low boundary treatments elsewhere in this terrace. Further to this, whilst not part of the original South End houses, the later development to the south of the side (Regal Close) is open plan and therefore more broadly within this area, such a high fence is out of character.

With regard to the porch, whilst the house is rendered, this addition is a contrasting paler, stone coloured brick. A long window is on the main elevation, with the door located to the side. It has a low, pitched roof and sits tightly between the two ground floor windows.

Whilst this property and the terrace itself sits some distance from the public footpath and views are therefore limited, it remains visible. Further to this it is accepted that the design of the property is different to those in this street, but it does still sit within the conservation area, and more widely, porches are not a feature commonly seen. Within this context, the proposal is a somewhat bulky and incongruous addition to the front elevation. The relocation of the door to the side of the extension and the insertion of the large window unbalances the simple fenestration arrangement.

It is considered that the proposed works would cause less than substantial harm to the designated asset that is Seaton Carew Conservation Area.

This property formed the setting for the adjacent listed buildings. Previously whilst of a different design as noted above, its simple elevation arrangements, and low boundary wall had a neutral impact on the neighbouring properties. The erection of the fence and porch, both dominant additions, draw attention to the property and unbalance the common features of the terrace, it is therefore considered that these also cause less than substantial harm to the setting of the listed building.

#### HBC Development Management

It is considered that the erected front porch and high timber fence represents an unsympathetic and visually intrusive form of development, to the detriment of the character and appearance of the host dwelling and the surrounding

Conservation Area, and to the setting of the adjoining listed building. It is further considered that there is no information to indicate that this harm is outweighed by any public benefits of the development.

The development is therefore considered to be contrary to Policies HE1, HE3, HE4, HE7, HSG11 and QP4 of the Hartlepool Local Plan (2018), and paragraphs 135, 139, 203, 210, 212, 215, and 219 of the NPPF (2024).

### **3. RECOMMENDATION**

- 3.1 In considering the expediency of taking enforcement action the key test is whether the breach of planning control would result in demonstrable harm, and/or unacceptably affect public amenity.
- 3.2 In the opinion of the Local Planning Authority, the erected front porch extension and the erected high timber fence to the front and side, by virtue of its design, use of materials, scale and siting, constitute an unsympathetic and visually intrusive form of development, to the detriment of character and appearance of the host dwelling and surrounding Conservation Area, and to the detriment of the setting of the adjoining Grade II Listed Building. As such, the development causes less than substantial harm to the designated heritage assets (Seaton Carew Conservation Area and 8 South End respectively). It is further considered that there is no information to indicate that this harm would be outweighed by any public benefits of the development. The development is therefore contrary to Policies HE1, HE3, HE4, HE7, HSG11 and QP4 of the Hartlepool Local Plan (2018), as well as Paragraphs 135, 139, 203, 210, 212, 215, and 219 of the National Planning Policy Framework (2024).
- 3.3 It is recommended therefore that the Director of Neighbourhood and Regulatory Services authorise the issue of an Enforcement Notice requiring:
  - (i) Remove the erected front porch (and associated steps) and return the affected part of the front elevation of the property to its condition before the breach took place.
  - (ii) Reduce the height of the erected high timber fencing to the sides and front of the property so that it does not exceed 1m in height as measured from adjacent ground level.
  - (iii) Remove any debris associated with steps (i) and (ii).

- 3.4 It is recommended that a period of 3 months from the date that the notice takes effect be given for compliance with the steps specified.

### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 A retrospective planning application has been refused. The local planning authority is therefore required to consider the expediency of taking enforcement proceedings in order to remedy the breach.

**5. REPORT AUTHOR**

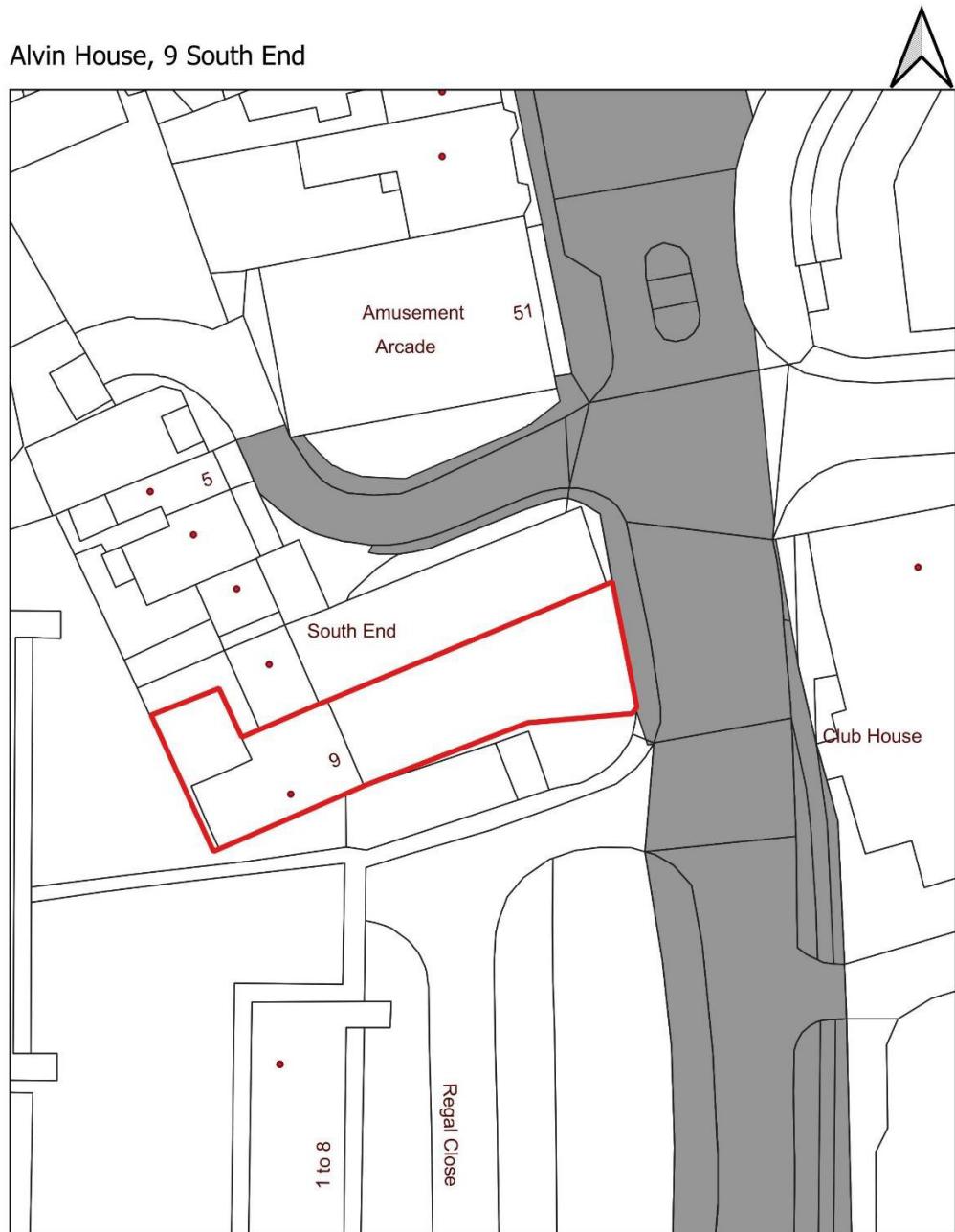
5.1 Tony Dixon  
Enforcement Officer  
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TS24 8AY  
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E-mail: tony.dixon@hartlepool.gov.uk

**6. AUTHORISATION**

DJAMES: Team Leader (Development Management)

Date: 18/12/25

## Appendix 1



THIS PLAN IS FOR SITE IDENTIFICATION PURPOSES ONLY

CMP/2025/00029

HARTLEPOOL BOROUGH COUNCIL  
Department of Neighbourhood and Regulatory Services  
Level 1, Civic Centre,  
Victoria Road,  
Hartlepool  
TS24 8AY

SCALE 1:500

DATE 12/11/2025

## Appendix 2











