Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

NATIONAL SCHEME OF DELEGATION:

The proposal constitutes Schedule 2 development as it relates to a Schedule 2 application for Listed Building Consent which is eligible for referral to Planning Committee. Upon review, the application does not raise a significant planning matter or an economic, social or environmental issue of significance to the local area. The application is therefore delegated to Officers for determination.

APPLICATION NO./ADDRESS:

DC/26/1497
Thakeham Place Cottage , The Street, Thakeham, West Sussex, RH20 3EP

DESCRIPTION:

Erection of a single storey (corridor) extension, installation of 2no. rooflights and internal alterations. (Listed Building Consent).

RELEVANT PLANNING HISTORY:

T/22/82	Conversion of existing outhouses to form living accommodation for aged parent (From old Planning History)	Application Refused on 16.09.1982
T/23/82	Conversion of existing outhouses to form living accommodation for aged parent Comment: L.b. consent granted (From old Planning History)	Application Permitted on 16.09.1982
T/32/82	Conversion of existing outhouse to accommodation for aged parent (From old Planning History)	Application Permitted on 02.11.1982

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF):

Horsham District Planning Framework (2015):
Policy 34- Cultural and Heritage Assets

Thakeham Parish Neighbourhood Plan to 2031
Thakeham 6 – Design

Parish Design Statement:
None

The Local Plan is currently at examination, where the Inspector's letter dated 30.10.2026 concludes that the plan is sound, subject to the proposed main modifications and the limited number of further changes discussed within the letter. The final report from the Inspector is anticipated to be received in January 2027, where changes to the draft Schedule of Main Modifications will need to be published for consultation. Given this letter and the status of the Local Plan, the policies contained within the Horsham District Local Plan 2023-2040 (HDLP) are considered to be of significant weight.

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk

Consultations:

Conservation Officer: *No objection.*

Parish Comments:

None received

Representations:

None received

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT

Policy HE4 of the NPPF (2026) paragraph 1 states that “heritage assets, as an irreplaceable resource, should be conserved in a manner appropriate to their significance”. Paragraph 2 continues to state that “any harm to, or loss of, the significance of a designated heritage asset (including from development within its setting) should have a clear and convincing justification in accordance with the policies in this chapter”.

Moreover, Policy 34 of the HDPF (2015) seeks to ensure that proposals preserve, and ensure clear legibility of, locally distinctive vernacular building forms and their settings, features, fabric and materials.

Strategic Policy 21 of the HDLP states that the Council will preserve and enhance its historic environment through positive management of development affecting designated and non-designated heritage assets and their settings. Development will only be supported if they preserve and ensure the clear legibility of locally distinctive vernacular building forms and their settings, including traditional architectural form, proportion, detailing, materials, and where appropriate, landscape features.

The proposal seeks listed building consent for the erection of a single storey (corridor) extension, installation of 2 no. rooflights and internal alterations. This application is a follow up to a recent pre-application enquiry and the proposed scheme remains unchanged.

The main building is a horseshoe shape which was a former farmstead outbuilding related to Thakeham Place. The building consists of a cottage, farm office as well as stabling. Whilst Thakeham Place is a Grade II Listed Building, the Council’s Conservation Officer considers the Cottage to form part of the listed building being an ancillary agricultural building serving the principal house.

The submitted planning statement explains that the proposed extension, alongside the proposed internal alteration of the storage areas, would result in the expansion of the existing two bedroom cottage into a three bedroom dwelling with enlarged living space.

The proposed courtyard extension would be of a modest scale and the hipped roof design coupled with the lowered ridgeline would ensure the development appears subservient to the main dwelling. The proposed external materials would match the existing building including timber cladding. This approach would reinforce the special character of the historic environment.

Following consultation with the Council's Conservation Officer, it is considered that the proposed alterations would not harm the listed building or its setting and would facilitate preservation of the historic farm buildings for the future.

The proposal would preserve the historic interest of the setting of the Grade II Listed Building, in accordance with development plan policies.

Recommendation: Application Permitted

Conditions:

1 **Standard Time Condition**: The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2 **Regulatory Condition**: The materials to be used in the development hereby permitted shall strictly accord with those indicated on the application form and approved plans.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

3 **Regulatory Condition**: The new windows fitted in the building hereby permitted shall have casements flush fitted with their frames if manufactured in timber.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

4 **Regulatory Condition**: The roof lights hereby permitted shall be metal framed and sit flush with the roof slope.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

5 **Regulatory Condition**: All new and replacement rainwater goods shall be cast iron or cast aluminium.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

Plans list for: DC/26/1497

Schedule of plans/documents:

Plan Type	Description	Drawing Number	Received Date
Plans	View of Corridor from Courtyard	010b	17.09.2026
Floor plan	Proposed Ground Floor Plan	013d	17.09.2026
Location plan	Location Plan	016c	17.09.2026
Layout plan	Proposed Site Layout	017b	17.09.2026
Roof plan	Proposed Roof Plan	018a	17.09.2026
Elevation plan	Proposed Elevations A	019a	17.09.2026
Elevation plan	Proposed Elevations B	020a	17.09.2026
Block plan	Block Plan	021	17.09.2026
Elevation plan	Elevations 1, 2, 3, 4, 5 & 6	25/197/300-A	17.09.2026
Elevation plan	Elevations 7, 8, 9, 10, 11 & 12	25/197/300-B	17.09.2026
Floor plan	Ground Floor Plan	25/197/200	17.09.2026
Roof plan	Roof Plan	25/197/201	17.09.2026
Plans	Topographical Survey	25/197/100-2D	17.09.2026

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 05.11.2026

Authorising Officer sign/initial Tamara Dale Date: 10.11.2026