



Horsham District Council

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Slinfold Village Stores

Address Line 1

The Street

Address Line 2

Address Line 3

West Sussex

Town/city

Slinfold

Postcode

RH13 0RP

Description of site location must be completed if postcode is not known:

Easting (x)

511837

Northing (y)

131482

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Repairs to either side of slate roof including new lead flashings
Repair to slating around velux windows
Strengthening to existing roof structure
Insulation and ventilation to roof
Repairs to back tiles in roof store replacing guttering and downpipes; install eaves tray to meet new guttering
Remove dangerous tiles; hanging gable- insulate felt and batten and re hang existing tiles with new to match.
Remedial and aesthetic work to various points of brickwork in crack repairs

Has the development or work already been started without consent?

- ☐ Yes
☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
☐ Grade I
☐ Grade II*
☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
☐ Yes
☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
☒ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☐ Yes
☒ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☐ Yes
☒ No

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

Roof covering

Existing materials and finishes:

Welsh slate for roof Timber C16 grade Lead flashings Velux Window

Proposed materials and finishes:

Welsh slate- existing slates will be removed and reused where possible. Reclaimed welsh slate will be used to match existing where necessary. Timber C16 grade Lead code 4 BLM Velux window to be replaced with iron metal frame

Type:

Rainwater goods

Existing materials and finishes:

Currently plastic guttering which looks like cast iron

Proposed materials and finishes:

Same plastic will be used to fix guttering where necessary

Type:

External walls

Existing materials and finishes:

Conservation hydraulic lime

Proposed materials and finishes:

conservation hydraulic lime and soft building sand to any pointing in or brickwork repairs

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Design and access statement and heritage statement

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☒ Yes

☐ No

If Yes, please provide details

The Council has spoken to the direct neighbours and wider residents have received a letter through their doors

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

☒ Yes

☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

☐ The agent

☒ The applicant

☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes

☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

22/12/2025

Details of the pre-application advice received

Copy of email

Dear mike

Thank you for the report. None of the proposed work is contentious. Although a lot of the work can be considered repair not affecting the special interest of the listed building, I am mindful that the strengthening of the historic roof and the repairs to cracked brickwork could be considered alteration that affects the special interest. I suggest that once you have decided on the phasing of work an application is submitted for the roof strengthening and brick work repairs so that when the slate and tile repairs are undertaken listed building consent has been granted for these more significant works.

I would also like the Velux roof lights replaced with metal framed items as the Velux roof lights are not appropriate features in the historic roof slope. The replacement roof lights should better reflect a traditional cast iron roof light that sits flush with the roof covering and is top hung.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☒ Yes
☐ No

If yes, please provide details of their name, role, and how they are related:

***** REDACTED *****

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?
E.g. All the land is owned by a single individual

- ☒ Yes
☐ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

- ☒ The Applicant
☐ The Agent

Title

First Name

Surname

Declaration Date

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Date