Horsham District Council

Application for Planning Permission

Town and Country Planning 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

Frithknowle Farm

Address Line 1

Picts Lane

Address Line 2

Address Line 3

West Sussex

Town/city

Cowfold

Postcode

RH13 8AN

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

Easting (x)

521884

Northing (y)

123974

Description

Applicant Details

Name/Company

Title

First name

Surname

South Lodge Estate LLP

Company Name

Address

Address line 1

Frithknowle Farm

Address line 2

Picts Lane

Address line 3

Town/City

Cowfold

County

West Sussex

Country

Postcode

RH13 8AN

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

Mrs

First name

Charlotte

Surname

Catton-Giltinane

Company Name

Batcheller Monkhouse

Address

Address line 1

Stratton House

Address line 2

57 Lower Street

Address line 3

Town/City

Pulborough

County

Country

Postcode

RH20 2AZ

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Site Area

What is the measurement of the site area? (numeric characters only).

0.24

Unit

Hectares

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including any change of use

Demolition of 2no. existing buildings and erection of 2no. dwellings and associated works (as an alternative to DC/23/2091)

Has the work or change of use already started?

◯ Yes
⊘ No

Existing Use

Please describe the current use of the site

Agriculture

Is the site currently vacant?

◯ Yes
⊘ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

◯ Yes
⊘ No

Land where contamination is suspected for all or part of the site

◯ Yes
⊘ No

A proposed use that would be particularly vulnerable to the presence of contamination

◯ Yes
⊘ No

Materials

Does the proposed development require any materials to be used externally?

⊘ Yes
◯ No

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

Type:
Other

Other (please specify):
Please see attached plans

Existing materials and finishes:

Proposed materials and finishes:
Please see attached plans and planning statement

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

Planning Statement

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

◯ Yes
⊘ No

Is a new or altered pedestrian access proposed to or from the public highway?

◯ Yes
⊘ No

Are there any new public roads to be provided within the site?

◯ Yes
⊘ No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes
⊘ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

◯ Yes
⊘ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

⊘ Yes
◯ No

Please provide information on the existing and proposed number of on-site parking spaces

Vehicle Type:
Cars

Existing number of spaces:
0

Total proposed (including spaces retained):
4

Difference in spaces:
4

Trees and Hedges

Are there trees or hedges on the proposed development site?

⊘ Yes
◯ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

◯ Yes
⊘ No

You may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application.

The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

◯ Yes
⊘ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

◯ Yes
⊘ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

☑ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☐ Main sewer

☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

b) Designated sites, important habitats or other biodiversity features

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

c) Features of geological conservation importance

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- [x] Yes
- [ ] No

Please provide the pre-development biodiversity value of onsite habitats on the date of calculation

0.56

Please provide the date the onsite pre-development biodiversity value was calculated

20/10/2026

This should be either the date of the application, or an earlier proposed date

If an earlier date, to the date of the planning application, has been used, please provide details why this date has been used

When was the version of the biodiversity metric used published?

01/07/2025

This should be the date listed as the publication date for the version of the metric tool you have used. This can be found on the initial view or the 'Version history' tab of the metric tool spreadsheet.

Please provide the reference or supporting document/plan names for the:
i. Biodiversity metric calculation
ii. Onsite irreplaceable habitats (if applicable)
iii. Onsite habitats existing on the date of the application for planning permission (if applicable)

Document/Plan:
Biodiversity metric calculation

Document name/reference:
BNG Statutory Metric

You must supply a complete biodiversity metric calculation with your application. Plans must be drawn to an identified scale, and show the direction of North.

Has there been any loss (or degradation) of any onsite habitat(s), resulting from activities carried out before the date the onsite pre-development biodiversity value was calculated. Either:
- on or after 30 January 2020 which were not in accordance with a planning permission; or
- on or after 25 August 2023 which were in accordance with a planning permission?

- [ ] Yes
- [x] No

Does the development site have irreplaceable habitats (corresponding to the descriptions in Column 1 of the Schedule in the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations (2023)) which are:
i. on land to which the application relates; and
ii. exist on the date of the application for planning permission, (or an earlier agreed date)

- [ ] Yes
- [x] No

Foul Sewage

Please state how foul sewage is to be disposed of:

- [ ] Mains sewer
- [ ] Septic tank
- [x] Package treatment plant
- [ ] Cess pit
- [ ] Other
- [ ] Unknown

Are you proposing to connect to the existing drainage system?

- ◯ Yes
- ◯ No
- ⊘ Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ⊘ Yes
- ◯ No

If Yes, please provide details:

With the garage

Have arrangements been made for the separate storage and collection of recyclable waste?

- ◯ Yes
- ⊘ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ◯ Yes
- ⊘ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ⊘ Yes
- ◯ No

Please note: This question is based on the current housing categories and types specified by government.

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

Proposed

Please select the housing categories that are relevant to the proposed units

- [x] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Market Housing

Please specify each type of housing and number of units proposed

Housing Type:
Houses

1 Bedroom:
0

2 Bedroom:
0

3 Bedroom:
0

4+ Bedroom:
2

Unknown Bedroom:
0

Total:
2

Proposed Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Total
	0	0	0	2	0	2

Existing

Please select the housing categories for any existing units on the site

- [ ] Market Housing
- [ ] Social, Affordable or Intermediate Rent
- [ ] Affordable Home Ownership
- [ ] Starter Homes
- [ ] Self-build and Custom Build

Totals

Total proposed residential units	2
Total existing residential units	0
Total net gain or loss of residential units	2

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- [x] Yes
- [ ] No

Please add details of the Use Classes and floorspace.

Use Class:
Other (Please specify)

Other (Please specify):
Agricultural Buildings

Existing gross internal floorspace (square metres) (a):
425

Gross internal floorspace to be lost by change of use or demolition (square metres) (b):
425

Total gross new internal floorspace proposed (including changes of use) (square metres) (c):
536.6

Net additional gross internal floorspace following development (square metres) (d = c - a):
111.60

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	425	425	536.6	111.60000000000002

Tradable floor area

Does the proposal include use as a shop (e.g. For the display/sale of goods under Use Class E(a), the sale of essential goods under Use Class F2, or as part of any other use)

- [ ] Yes
- [x] No

Loss or gain of rooms

Does the proposal include loss or gain of rooms for hotels, residential institutions, or hostels?

- [ ] Yes
- [x] No

Community Infrastructure Levy

Your development may be liable for a charge under the Community Infrastructure Levy if it involves new or additional gross internal area for residential and non-residential buildings, including extensions or a new dwelling. If your scheme is liable, this charge is payable after development begins.

Information on the CIL charges can be found on the local authority website. In London both Mayoral and local borough CIL charges may be applicable.

Your answers below, and in the application, will enable the local authority to establish if your development is liable for a charge and to calculate it accurately.

Further information on CIL, and what to do if you are liable can be found on the Planning Portal.

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

Liability for CIL

Does the application include new build development (including extensions and replacement) of 100 square metres gross internal area or above?

- [x] Yes
- [ ] No

Note: Answer No if either:

- the new or additional internal area only relates to a building into which people do not normally go or only go into intermittently for the purposes of inspecting or maintaining fixed plant or machinery; or
- the new or additional internal area solely relates to an internal/mezzanine floor and no other works or change of use are proposed.

Does the application include creation of one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

- [x] Yes
- [ ] No

If liable for CIL, a Commencement (of development) Notice (CIL Form 6) must also be received by the collecting authority prior to the commencement of the development. Otherwise a surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred.

All additional CIL forms can be downloaded from the Planning Portal website.

Proposed New Gross Internal Area

Does the application involve new residential development?

- [x] Yes
- [ ] No

Note: Residential development includes new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use. In flatted developments, this includes communal entrances, landings, etc and any related internal parking.

Does the application involve new non-residential development?

- [ ] Yes
- [x] No

Please provide details of the changes to gross internal area

Market housing (if known)	Social Housing, including shared ownership housing (if known)	Total residential	Total non-residential

Market housing (if known)	Social Housing, including shared ownership housing (if known)	Total residential	Total non-residential
Existing gross internal area (square metres) (a)	Existing gross internal area (square metres) (a)	Existing gross internal area (square metres) (a)	Existing gross internal area (square metres) (a)
		0	0
Gross internal area to be lost by change of use or demolition (square metres) (b)	Gross internal area to be lost by change of use or demolition (square metres) (b)	Gross internal area to be lost by change of use or demolition (square metres) (b)	Gross internal area to be lost by change of use or demolition (square metres) (b)
		0	0
Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres) (c)	Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres) (c)	Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres) (c)	Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres) (c)
536.6		536.6	0
Net additional gross internal area following development (square metres) (c - b = d)	Net additional gross internal area following development (square metres) (c - b = d)	Net additional gross internal area following development (square metres) (c - b = d)	Net additional gross internal area following development (square metres) (c - b = d)
536.6	0	536.6	0

Grand Total	Existing gross internal area (square metres) (a)	Gross internal area to be lost by change of use or demolition (square metres) (b)	Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres) (c)	Net additional gross internal area following development (square metres) (c - b = d)
	0	0	536.6	536.6

Existing Buildings

Are there any existing buildings on the site that will be retained, demolished or partially demolished as part of the development proposed?

- [x] Yes
- [ ] No

Number of existing buildings on the site to be retained, demolished or partially demolished as part of the development proposed

3

Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal area that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months.

Brief description of existing building/part of existing building to be retained or demolished:
Agricultural Building

Gross internal area to be retained:
0 Square metres

Proposed use of retained gross internal area:
0

Gross internal area to be demolished:
208 Square metres

Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?:
Yes

Is the building still occupied and used for its lawful use?:
Yes

Brief description of existing building/part of existing building to be retained or demolished:
Agriculture

Gross internal area to be retained:
31 Square metres

Proposed use of retained gross internal area:
31

Gross internal area to be demolished:
0 Square metres

Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?:
Yes

Is the building still occupied and used for its lawful use?:
Yes

Brief description of existing building/part of existing building to be retained or demolished:
Agriculture

Gross internal area to be retained:
0 Square metres

Proposed use of retained gross internal area:
0

Gross internal area to be demolished:
186 Square metres

Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?:
Yes

Is the building still occupied and used for its lawful use?:
Yes

Note: Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the next question

Total floorspace	Total floorspace to be retained		Total floorspace to be lost by demolition	
	31	Square metres	394	Square metres

Does the development proposal include the retention, demolition or partial demolition of any whole buildings which people do not usually go into or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?

◯ Yes
⊘ No

If the development proposal involves the conversion of an existing building, will it be creating a new mezzanine floor within the existing building?

◯ Yes
⊘ No / Not applicable

Exemption or Relief

Any exemption or relief must be claimed for and granted by the collecting authority prior to the commencement of the development, otherwise the full charge will be payable.

All additional CIL forms can be downloaded from the Planning Portal website.

Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

◯ Yes
⊘ No

Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

◯ Yes
⊘ No

Do you wish to claim a self-build exemption for a whole new home?

◯ Yes
⊘ No

Do you wish to claim an exemption for a residential annex?

◯ Yes
⊘ No

Do you wish to claim an exemption for a residential extension?

◯ Yes
⊘ No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

◯ Yes
⊘ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

◯ Yes
⊘ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes
⊘ No

Is the proposal for a waste management development?

◯ Yes
⊘ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

◯ Yes
⊘ No

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

PE/25/0132

Date (must be pre-application submission)

31/10/2025

Details of the pre-application advice received

See attached statement

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

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

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?

⊘ Yes
◯ No

E.g. All the land is owned by a single individual who is the applicant; or multiple individuals who are all listed as applicants.
Answer 'No' if any of the land has any owner who is not an applicant.

Is any of the land to which the application relates part of an Agricultural Holding?

⊘ Yes
◯ No

If the land has agricultural tenants, are the details of all individuals are known by the applicant?

⊘ Yes / The land has no agricultural tenants
◯ No

E.g. The land has an agricultural tenant and the applicant can provide their name and address in this application.
(This should also include any agricultural tenants the land has had in the period of 21 days prior to the submission of this application)

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

◯ **I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or**
⊘ **The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990**

Person Role

◯ The Applicant
⊘ The Agent

Title

Mrs

First Name

Charlotte

Surname

Catton-Giltinane

Declaration Date

13/11/2026

☑ Declaration made

Declaration

I/We hereby apply for Full planning permission 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

Charlotte Catton-Giltinane

Date

13/11/2026