
RE: The Old House / The Mucky Duck - Ref

From [REDACTED]
Date Tue 27/01/2026 17:33

To [REDACTED]

Cc [REDACTED]

Good afternoon,

I would like to highlight that while the engagement process has been gone through the condition will still need to be formally discharged.

Kind regards,

Alice Johnson
Senior Planning Officer

Telephone: [01403 215436](tel:01403215436) | [07585 402935](tel:07585402935)

Email: Alice.Johnson@horsham.gov.uk



Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

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From: Sean.Rix [REDACTED]
Sent: 26 January 2026 15:52
To: Kevin Nicks [REDACTED]; Amanda Sutton [REDACTED]

Cc: Ashley Hedger [REDACTED] Nigel Kilford [REDACTED]
Alice.Johnson [REDACTED]

Subject: RE: The Old House / The Mucky Duck - Ref

Thanks Kevin. I'm happy your report is an accurate account of the key points we discussed and agreed during the site meeting.

Regards,
Seán

Seán Rix

Senior Conservation Officer

Specialists Team Strategic Planning

Telephone: [01403 215276](tel:01403215276)

Email: Sean.Rix@horsham.gov.uk



**Horsham
District
Council**

Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB

Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

From: Kevin Nicks [REDACTED]

Sent: 26 January 2026 15:15

To: Amanda Sutton [REDACTED]

Cc: Sean.Rix [REDACTED]; Ashley Hedger [REDACTED]; Nigel [REDACTED]
[REDACTED]; Alice.Johnson [REDACTED]

Subject: The Old House / The Mucky Duck - Ref

Importance: High

Amanda

To confirm that I had a great meeting with Sean Rix, conservation office, on Thursday 22nd January and he is happy for us to proceed with the following considerations

We are in agreement for the following

- Sean is available for a on site meeting with generally 48hours notice, however we will always aim to give circa 5 days notice
- All finishes to be agreed prior to installation
- Sample boards of finishes to be accessible on site
- Roof design to be discussed when existing finished removed (warm roof)
- Window survey and proposed replacements to be issued prior to ordering
- External joinery, architectural joinery to be refurbished and refitted
- Internal alterations to be agreed before commencement - fixings and design - with all cape and pipework routes

Sean - if I've missed anything please let me know, but looking forward to working with you on this project



Kevin Nicks

Senior Project Manager

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