



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DISC/26/0249

Barrow Hill Farm , Barrow Hill, Henfield, West Sussex, BN5 9DN

DESCRIPTION:

Approval of details reserved by conditions 3, 4, 5, 6, and 7 of DC/25/1931

RELEVANT PLANNING HISTORY:

DC/25/1931	Erection of a two storey side extension with associated landscaping works and installation of new conservation rooflights to the existing roof. (Householder Application).	02.02.2026
DISC/26/0246	Approval of details reserved by condition 3 to approved application DC/25/1932	on

PLANNING ASSESSMENT

Planning Application DC/25/1931 was granted consent on 02.02.2026. This permission was for the following:

Erection of a two storey side extension with associated landscaping works and installation of new conservation rooflights to the existing roof.

Consent is sought to discharge the details reserved by conditions 3, 4, 5, 6 and 7.

Condition 3: -

Pre-commencement Condition: Before any work begins on site, the person(s) responsible for supervising the works must meet the conservation officer of the Local Planning Authority, on site or as otherwise agreed, to confirm that all the conditions attached to the listed building consent are understood and can be fully complied with.

Reason: As this matter is fundamental 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).

The application form includes reference to condition 3 but this is not reflected in the supporting statement. The Council's Conservation Officer has not though met with the person responsible for supervising the permitted works, and it is not therefore possible to discharge the condition.

Condition 4:

Pre-commencement Condition: No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:

- a) Drawings to a scale not smaller than 1:5 fully describing:

- i) *new and replacement windows and external doors. These drawings must show:*
 - *materials*
 - *cross section of frame, transom, mullions, glazing bars, etc*
 - *formation of openings including reveals, heads, sills, arches, lintels, dormer construction, etc*
 - *method of opening*
 - *method of glazing*
- ii) *Roof details including sections through:*
 - *roof ridge including fixed glazing.*
 - *valleys*
 - *eaves*
 - *verges*
 - *lead flat roof perimeters*
- iii) *Internal elevation and section drawings showing wall and ceiling junctions between new ensuite and existing chimney breast, walls and ceiling including positions of exposed timber frame.*
- b) *Drawings to a scale not smaller than 1:20 showing internal drainage routes, noting all necessary cutting, chasing and other alteration to historic fabric.*
- c) *Specification of new brickwork, including material, colour, texture, face bond, components of the mortar, and jointing/pointing profile.*
- d) *Samples or specifications of external materials and surface finishes.*
- e) *Schedule and annotated plan showing the full extent of alteration work to the existing windows.*
- f) *Specification and/or drawings fully describing method of removal of unauthorised foam insulation including method to protect surviving wattle and daub panels and smoke blackening of timbers.*

Reason: As this matter is fundamental 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).

The submission meets the requirements of the above condition, with the totality of the details sufficient to ensure no harm arises to the heritage asset. The submitted details are therefore considered acceptable.

Condition 5:

Pre-commencement Condition: *No development shall take place until a programme of archaeological monitoring during construction has been secured in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority.*

Reason: This matter is fundamental as the site is of archaeological significance and it is important that it is recorded before it is destroyed by development in accordance with Policy 34 of the Horsham District Planning Framework (2015).

The submission includes a Written Scheme of Archaeological Investigation (WSI). The proposed scheme of work is considered acceptable and there are no concerns as to how the development will be monitored in respect of archaeology impacts. It is noted that the Council's Archaeologist has advised the condition should remain until details of the results have been received, as this may require further archaeological assessment and analysis. This does though go beyond the requirements of the condition. The WSI instead makes suitable provision for post-excavation, analysis and archiving. It is

not therefore considered necessary or reasonable to refuse the submitted details, which are instead considered acceptable.

Condition 6:

Pre-commencement Condition: Any works which will impact the breeding / resting place of bats, shall not in in any circumstances commence unless the local planning authority has been provided with either:

- a) *a licence issued by Natural England pursuant to Regulation 55 of The Conservation of Habitats and Species Regulations 2017 (as amended) authorizing the specified activity/development to go ahead; or*
- b) *evidence of site registration supplied by an individual registered to use a Bat Mitigation Class Licence; or*
- c) *a statement in writing from the Natural England to the effect that it does not consider that the specified activity/development will require a licence.*

Reason: To conserve protected species and allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s17 Crime & Disorder Act 1998.

The application is accompanied by Bat Earned Recognition Class Licence document. The Council's Ecologist has queried which individual is registered to use the Bat Earned Recognition Class Licence and if they will be overseeing the works which could impact bats and their roosts, as this information is required to support the use of this licence type. The submission does though confirm that the licence was provided by Sylvan Biodiversity, who are CIEEM accredited and therefore able to use the Licence submitted. This arrangement is integral to the licence submitted and the submitted details are considered acceptable on this basis.

Condition 7:

Pre-commencement (Slab Level) Condition: A Biodiversity Enhancement Layout for the biodiversity enhancements listed in the Preliminary Ecological Appraisal & Preliminary Roost Assessment (Arborweald Environmental Planning Consultancy, July 2025) shall be submitted to and approved in writing by the local planning authority. The content of the Biodiversity Enhancement Layout shall include the following:

- a) *detailed designs or product descriptions for biodiversity enhancements; and*
- b) *locations, orientations and heights for biodiversity enhancements on appropriate drawings.*

The enhancement measures shall be implemented in accordance with the approved details prior to occupation and all features shall be retained in that manner thereafter."

Reason: To enhance protected and Priority species & habitats and allow the LPA to discharge its duties under paragraph 187d of the NPPF 2024 and s40 of the NERC Act 2006 (as amended).

The submitted information includes a Biodiversity Enhancement Strategy which contains the required details and which is considered acceptable.

Recommendation: Split Decision

In respect of conditions 4, 5, 6 and 7 the application is GRANTED.

In respect of condition 3, the application is REFUSED for the following reason: -

- 3 In respect to Condition 3, the Council's Conservation Officer has not visited application site nor spoken with the person responsible for supervising the works.

Plans list for: DISC/26/0249

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Plans	Proposed window details	PL 40	04.08.2026
Plans	Proposed rafter glazing	PL 41	04.08.2026
Plans	Proposed bay window	PL 42	04.08.2026
Plans	Proposed corner glazing	PL 43	04.08.2026
Plans	Proposed gable glazing	PL 44	04.08.2026
Plans	Proposed main bedroom sliding doors	PL 45	04.08.2026
Plans	Proposed kitchen sliding doors	PL 46	04.08.2026
Plans	Proposed ensuite ceiling and wall junctions	PL 47	04.08.2026
Roof plan	Proposed roof details	PL 50	04.08.2026

DELEGATED

Authorising Officer sign/initial Guy Everest Date: 05.10.2026