Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**13th February 2025**
Check Neighbours	x
Check Consultations (including newts) / Press List	x
Check Description, Plans and Supporting Documents	x
Print and Display Site Notice (if required)	x
WEEK TWO (+7)	**20th February 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	x
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	x
Instruct Legal if s106 required (with prior TL / PPO agreement)	x
WEEK THREE (+14)	**27th February 2025**
If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5).	**N/A**
WEEK FOUR (+21)	**6th March 2025**
If no amendments required, contact agent / applicant with update on progress.	**x**
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**x**
WEEK FIVE (+28)	**13th March 2025**
14-day re-consultation letters to be sent on any amended plans	**N/A**
Prepare draft report	**x**
WEEK SIX (+35)	**20th March 2025**
Check 35-day Cllr call-in for Committee	**x**
If decision based on original plans, report to be drafted and submitted for sign off	**x**
WEEK SEVEN (+42)	**27th March 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	**N/A**
Reason for EOT	**N/A**

APPLICATION NO./ADDRESS:

DC/25/0224
The Old Cottage , Andrews Hill, Billingshurst, West Sussex, RH14 9JS

DESCRIPTION:

Removal of external oil-fired boiler and replacement with external air-source heat pump.

RELEVANT PLANNING HISTORY:

DC/21/2843	Erection of a first floor side extension to dwelling and single storey extensions to existing detached garage with associated works (Householder Application).	Withdrawn Application on 08.04.2022

DC/21/2844	Erection of a first floor side extension to dwelling and single storey extensions to existing detached garage with associated works (Listed Building Consent).	Withdrawn Application on 08.04.2022
DC/22/2246	Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension (Householder Application).	Application Permitted on 19.05.2023
DC/22/2249	Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension (Listed Building Consent).	Application Permitted on 19.05.2023
DC/23/1552	Non Material Amendment to previously approved applications DC/22/2246 (Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension) Removal of rooflight, installation of a new window and door. Alternations to use of a room, a window bar and hip changed to barn end. Window size reduced and enlarged.	Withdrawn Application on 13.11.2023
DC/23/1742	Amendment to DC/22/2249 (Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension (Listed Building Consent) Rearrangement to internal spaces and alterations to fenestrations. (Listed Building Consent)	Application Permitted on 11.03.2024
DC/23/2268	Variation of Condition 1 of previously approved application DC/22/2246 (Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension (Householder Application)) Rearrangement to internal spaces and alterations to fenestrations.	Application Permitted on 11.03.2024
DISC/24/0001	Application for Approval of Details Reserved by Condition 4 to approved application DC/22/2249 (Listed Building Consent)	Withdrawn Application on 29.01.2024
DISC/24/0002	Approval of details reserved by condition 5 to approved application DC/22/2246	Withdrawn Application on 29.01.2024
DC/24/1850	Non Material Amendment to previously approved application DC/22/2246 (Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension) replacing old boiler with Air-Source Heat Pump and replacing proposed first floor bathroom with toilet only.	Split Decision on 05.02.2025

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 28 - Replacement Dwellings and House Extensions in the Countryside
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets

Billingshurst Parish Neighbourhood Plan 2019 – 2031
Policy Bill 3 – Energy efficiency and design

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 19: Development Quality
Policy 20: Development Principles
Policy 21: Heritage Assets and Managing Change within the Historic Environment
Policy 45: Replacement Dwellings and House Extensions in the Countryside

Parish Design Statement:
Design Statement for the Parish of Billingshurst

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:

Natural England: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

Conservation Officer: No Objection

Environmental Health Officer: Due to the distance to other residential occupiers, there are no EH concerns on this application.

Parish Comments:

No Objection

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:

The application has been assessed on the basis of the submitted details, together with the planning history of the site and adjoining properties, available images and photographs obtained during a site visit. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policy 36 of the HDPF seeks to ensure that the Council permits schemes for renewable energy (e.g. solar) where they do not have a significant adverse effect on landscape and townscape character, biodiversity, heritage or cultural assets or amenity value.

Furthermore, Policy 34 of the HDPF seeks to conserve and sustain the heritage assets that are within the district. It ensures that development reinforces the special character of the district's historic environment through appropriate siting, scale, form and design; including the use of traditional materials and techniques. Proposed developments are required to preserve, and ensure clear legibility of, locally distinctive vernacular building forms and their settings, features, fabric and materials.

Policy Bill 3 of the Billingshurst Parish Neighbourhood Plan aims to maintain that proposals which incorporate the sensitive retrofitting of energy efficient measures in historic buildings, including listed buildings, will be supported where they would preserve the architectural and historic interest of the heritage asset concerned and its setting. Proposals that incorporate the following energy design principles as appropriate to their scale and nature will be particularly supported:

i. measures to reduce heat loss, which could include secondary glazing in listed buildings with wooden windows that meet the latest relevant British standard; and/or

ii. the replacement of fossil fuel burning energy sources with electric power from renewable sources with zero air emissions locally.

This application seeks to remove an external oil-fired boiler and replace with external air-source heat pump. The proposal would be located at the rear of the property within the recessed inset area. It is acknowledged that the proposal aims to reduce the carbon footprint of the dwelling through the provision of a renewable energy source. The proposal would be a small structure sited in a concealed location of the main dwelling. Following consultation with the Council's Conservation Officer it is considered that the installation of an external air source heat pump would not harm the special interest of the listed building therefore the proposal is viewed acceptable. It is therefore considered that the proposal would have no adverse visual impacts on the significance or historic interest of the heritage asset, in accordance with development plan policies.

Impact on Neighbouring Amenity

Policy 33 of the HDPF states that permission will be granted for development that does not cause unacceptable harm to the amenity of the occupiers/users of nearby properties and land.

It is considered that the siting and layout of the proposal and the resulting relationship with adjacent properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Water Neutrality

There is no clear or compelling evidence to suggest the nature and scale of the proposed development would result in a more intensive occupation of the dwelling necessitating an increased consumption of water that would result in a significant impact on the Arun Valley SAC, SPA and Ramsar sites, either alone or in combination with other plans and projects. The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF, NPPF paragraph 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are current exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

Recommendation: Application Permitted

Conditions:

2 **Standard Time Condition**: The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

3 **Regulatory Condition**: The development hereby permitted shall strictly accord with the air source heat pump specification and shall be maintained in accordance with the approved details.

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).

NOTE TO APPLICANT
The Applicant is advised that Listed Building Consent may be required for the installation of the air source heat pump. It is advised to contact the Planning department for confirmation.

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/25/0224
(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
Location & Site plan	Site and Location Plans	2795/ 100	13.02.2025
Elevation & Floor plan	Proposals Air Source Heat Pump - First Floor, Elevations	2795/ 101	13.02.2025
Elevation & Floor plan	Proposals Air Souce Heat Pump - Ground Floor, Elevations	2795/ 102	13.02.2025
Supporting Docs	Aerona 290 Heat Pump Specification	NONE	13.02.2025

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 20.03.2025

Authorising Officer sign/initial Tamara Dale Date: 09.04.2025