14 September 2026

Development Management
Horsham District Council
Albery House,
Springfield Road,
Horsham,
RH12 2GB

Listed Building Consent for repairs and maintenance at 1 South Street, Horsham, RH12 1EL

Colliers have been instructed to prepare and submit a Listed Building Consent application on behalf of their client, Santander, in relation to repair and maintenance works at 1 South Street, Horsham, RH12 1EL. This letter accompanies the Listed Building Consent application and sets out the justification for the proposed works, which are required to support the ongoing conservation, maintenance and optimum viable use of the Listed Building. The description of the development is as follows:

"Listed Building Consent for the replacement of an existing ground-floor rear window and an existing first-floor rear window at 1 South Street, Horsham."

The following plans and documents are submitted in support of this Listed Building Consent Application:

- Location Plan and Site Plan;
- Architectural Drawings, including: Existing and Proposed Elevations;
- Planning and Heritage Covering Letter.

Site

The application site comprises 1 South Street, Horsham which is a Grade II Listed Building (List Entry No. 1027487). The property occupies a prominent position within Horsham Town Centre and secondary retail frontages of Horsham as defined in the Horsham District Planning Framework (adopted November 2015).

The site is surrounded by a number of designated heritage assets, Including 2 and 3, South Street (Grade II, List ID 1286746), 4 South Street (Grade II, List ID 1027488), 5 and 5a Middle Street (Grade II, List ID 1353934) and 34 South Street (Grade II, List ID 1192107). The application site is also located within the Horsham Conservation Area.

Given the site's location within a sensitive historic environment and the listed status of the building, the proposed repairs and maintenance works require Listed Building Consent. The statutory framework for the designation and protection of listed buildings is provided by the Planning (Listed Buildings and Conservation Areas) Act 1990, which places a duty on decision-makers to have special regard to the desirability of preserving listed buildings, their settings and features of special architectural or historic interest.

The proposed replacement of the existing rear windows represents a proportionate maintenance measure that will support the ongoing conservation of the listed building. The replacement units will preserve the character and appearance of the building whilst ensuring that the windows remain functional and fit for purpose. The proposals will contribute to the building's continued sustainable use and long-term preservation, helping to safeguard its special architectural and historic interest for future generations.

Heritage

The listing descriptions from Historic England states for 1 South Street:

"SOUTH STREET 1. 1236 (East Side) No 1 TQ 1730 1/107 20.5.49. II GV 2. A large warehouse with shops under, occupying a site on the corner of South Street and Middle Street. Mid C19. 3 storeys. Painted brick, stuccoed on ground-floor. Half-hipped slate roof with iron decorative railing on top, enclosing an octagonal lantern with oversailing eaves supported by small brackets. Spike on top. The main eaves oversail with a moulded cornice supported on curved brackets. 1 window facing west and 1 facing north. Both fronts also have 1 blocked window-space towards the north west corner of the building. All windows have segmental heads, those on north face being triplets. All sashes, glazing bars intact. Circular moulded braces on west side. In the centre of the west front are double loading-doors of 4 panels each, on second floor, with a hinged pulley on a decorative bracket to the left. Directly below are similar double doors with upper 2 panels removed for glazing. Both sets of doors have hinged ramps which are folded over the bottoms of the doors. Heavily moulded cornice above ground-floor, supported on pilasters whose bases merge with the plinth of the building. The ground-floor is curved to take the corner into Middle Street and a moulded ogee-shape occurs above the cornice. Original shop-fronts, the north one projecting, remain on both sides of the building. Recessed double doors in north front with upper parts removed for glazing. All the listed buildings in South Street form an important group with Nos 1 to 7 (odd) Blackhorse Way and with The Manor House, the stables to the south and Nos 24 to 31 (consec), Causeway. Nos 1 to 4 (consec) form a group with Nos 5 and 5A Middle Street."

Significance

The significance of the Listed Building is derived from its strong architectural and historic interest as a well-preserved mid-19th century corner warehouse with integrated shopfronts, retaining a high degree of original fabric including its loading doors, shopfronts, sash windows, lantern roof feature and decorative detailing. It also has group value, making an important contribution to the historic townscape of South Street and its association with the surrounding listed buildings.

The Horsham Conservation Area Appraisal identifies the application site as lying within the Carfax Character Area, which forms part of the town's historic market core. The appraisal describes this area as comprising a varied townscape with a mix of building types, materials and architectural styles that reflect its gradual historic development. The site occupies one of the market islands that replaced earlier temporary market stalls and continues to contribute to the commercial character of the town centre.

While the appraisal does not appear to make specific reference to No. 1 South Street individually, it does highlight the importance of South Street as part of the wider historic townscape, noting that:

"The large scale buildings at the junction of West Street and Middle Street give way to small scale medieval buildings. These are unified by their use of vernacular materials and painted surfaces."

The building therefore derives additional significance from its contribution to the character and appearance of the Conservation Area, particularly through its prominent corner position, historic commercial function, and relationship with the surrounding historic building group identified in its statutory listing.

Planning History

A summary of all relevant historic planning and Listed Building applications available on the online portal is set out in Table 1 below.

Table 1: Planning History

Reference	Proposal	Decision
DC/04/1186	Alterations to entrance to improve disabled access	Granted July 2004
DC/05/1715	1 externally illuminated fascia sign and 1 hanging sign	Granted September 2005
DC/15/1800	Internal refurbishment and alterations (Listed Building Consent)	Granted October 2015
DC/23/2324	Replace damaged roof tiles to match existing and repoint. Maintenance to iron rainwater goods and metal railings on roof. Apply new asphalt to flat roof. Installation of replacement roof light. Repair soffit and fascia boards where required, and sliding sash windows and frames. Repoint brickwork in various locations and apply lime paint to all previously painted surfaces (Listed Building Consent)	Granted February 2024

Proposal

Listed Building Consent is sought for the replacement of an existing ground-floor rear window and an existing first-floor rear window at 1 South Street, Horsham. The proposed works form part of the ongoing maintenance and preservation of the Listed uilding and are intended to secure the long-term functionality and performance of these elements while preserving the building's special architectural and historic interest.

Schedule of Works:

- Replacement of an existing ground-floor rear window; and
- Replacement of an existing first-floor rear window.

Design and Access Statement

Design

The proposals comprise the replacement of an existing rear elevation window at ground-floor level and an existing rear elevation window at first-floor level.

The works have been developed in accordance with established conservation principles and are intended to support the ongoing maintenance and preservation of the listed building. The replacement windows have been designed to respect the character and appearance of the building and ensure that these elements remain fit for purpose whilst preserving the building's special architectural and historic interest.

The proposed works are limited in scope and confined to the rear elevation of the building. No alterations are proposed to the principal elevations or to features that contribute significantly to the significance of the heritage asset. As such, the proposals represent a proportionate intervention that will support the long-term conservation and continued use of the listed building.

The proposals therefore represent a sympathetic and conservation-led approach to the ongoing stewardship of the listed building.

Access

The proposed works do not involve any alterations to the means of access to the building and will not affect existing pedestrian or servicing arrangements.

Accordingly, access considerations are not materially affected by the proposals

Planning Policy

The Council has a statutory duty under the Planning (Listed Buildings and Conservation Areas) Act 1990 to have special regard to the desirability of preserving listed buildings, their settings and any features of special architectural or historic interest which they possess. Listed Building Consent is required for works of demolition, alteration or extension that would affect the character or significance of a listed building as a heritage asset.

The application site comprises 1 South Street, Horsham, a building included on the statutory list at Grade II. The proposed works are limited to the replacement of an existing ground-floor rear window and an existing first-floor rear window. The proposals represent minor maintenance, and renewal works that seek to preserve the architectural and historic interest of the listed building, ensuring the continued performance of these elements and contributing to the building's long-term conservation.

In determining the application, regard should be had to the statutory duties of the Planning (Listed Buildings and Conservation Areas) Act 1990, the relevant heritage policies of the development plan and the guidance contained within Chapter 16 of the National Planning Policy Framework (NPPF). The assessment below considers the impact of the proposed works on the significance of the listed buildings and demonstrates how the proposals will preserve their special architectural and historic interest.

NPPF

The National Planning Policy Framework was updated on 17th August 2026 and sets out the government's planning policies for England and how these are expected to be applied.

Chapter 20 of the NPPF sets out the Government's policies for conserving and enhancing the historic environment. The NPPF National Decision-Making Policy HE6:

"When considering the potential effect of a development proposal on the significance of a designated heritage asset, substantial weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential effect amounts to a positive effect, harm, substantial harm, or total loss of its significance."

Horsham Local Plan

Horsham's Local Plan consists of:
- Horsham District Planning Framework (HDPF) Adopted November 2015.

Other material Considerations:
- Horsham Town Centre Vision adopted November 2017.
- Horsham Town Plan adopted September 2012.

- Emerging Local Plan Horsham District Local Plan 2023-2040 – Regulation 19

Assessment

Policy 1 Sustainable Development of the Horsham District Planning Framework seeks to support sustainable development whilst delivering positive economic, social and environmental outcomes. The proposal relates to the replacement of an existing ground-floor rear window and an existing first-floor rear window within a Grade II Listed Building. The proposed works represent a modest maintenance measure that will support the ongoing use, upkeep and conservation of the heritage asset. By ensuring that these elements remain functional and fit for purpose, the proposal will contribute to the sustainable management and long-term preservation of the building. The proposal is therefore considered to accord with Policy 1.

Policy 5 Horsham Town seeks to retain Horsham's unique character, including its historic environment and high-quality townscape. The application site occupies a prominent position within Horsham town centre and makes a positive contribution to its historic character. The proposed works are limited to the replacement of existing windows on the rear elevation and will not adversely affect the appearance, significance or townscape contribution of the building. The proposal will support the continued maintenance and occupation of the property and is therefore consistent with the objectives of Policy 5.

Policy 33 Development Principles requires development to be of a high standard of design and to respond positively to local character and distinctiveness. The proposed replacement windows have been designed to respect the character and appearance of the Listed Building and are confined to the rear elevation. The works are limited in scope and will not alter those features that contribute to the special architectural and historic interest of the building. The proposal therefore accords with Policy 33.

Policy 34 Cultural and Heritage Assets recognises heritage assets as an irreplaceable resource and seeks to ensure that development preserves their significance and secures their long-term conservation. The application relates to a Grade II Listed Building and has been informed by an understanding of its significance as a historic commercial building that contributes positively to the character and appearance of the Horsham Conservation Area. The proposed replacement windows represent a minor intervention that will preserve the building's special architectural and historic interest and will not adversely affect its setting or wider heritage significance.

The proposals will support the ongoing maintenance and viable use of the property by replacing existing windows which have deteriorated and are no longer performing effectively. The works are confined to the rear elevation and will result in no harm to the significance of the Listed Building or its contribution to the Conservation Area. The proposal is therefore considered to accord with Policy 34.

The proposed works comprise the replacement of an existing ground-floor rear window and an existing first-floor rear window on the rear elevation of 1 South Street, Horsham. The proposals are modest in scale and conservation-led in nature, ensuring the continued maintenance and preservation of the heritage asset. The works will preserve the significance of the Grade II Listed Building and its contribution to the Horsham Conservation Area and are therefore considered to accord with Policies 1, 5, 33 and 34 of the Horsham District Planning Framework (2015).

Conclusion

The proposed works comprise the replacement windows to the rear elevation of the Grade II Listed Building. The replacement windows have been designed to preserve the character, appearance and significance of the heritage asset whilst addressing the condition and performance of the existing units. As the works are confined to the rear elevation and involve the replacement of existing windows, the

proposals will have no adverse impact on the special architectural or historic interest of the Listed Building.

The proposals will preserve the significance of the Grade II Listed Building and will maintain its positive contribution to the character and appearance of the Horsham Conservation Area. The works are therefore consistent with the statutory duties under Sections 16 and 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990, the National Planning Policy Framework and relevant development plan policies. Listed Building Consent is respectfully requested.

Yours sincerely,



Jordan Reeve

Planner