



DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	18th June 2026
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)	25th June 2026
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.	N/A
Instruct Legal if s106 required (with prior TL / PPO agreement)	N/A
WEEK THREE (+14)	2nd July 2026
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)	9th July 2026
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)	16th July 2026
14-day re-consultation letters to be sent on any amended plans	N/A
Prepare draft report	x
WEEK SIX (+35)	23rd July 2026
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)	30th July 2026
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/26/1051

Warnham Court Farmhouse, Church Street, Warnham, Horsham, West Sussex, RH12 3QP

DESCRIPTION:

Demolition of the existing conservatory and erection of a part two storey rear extension, erection of a single storey orangery rear extension, alterations to the roof and fenestration, removal of the existing gate on the south-western track and new surfacing.

RELEVANT PLANNING HISTORY:

DC/26/0879

Surgery to 1x Yew and surgery to hedges.

Pending Consideration

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 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 34 - Cultural and Heritage Assets

Warnham Neighbourhood Development Plan 2017 - 2031

Policy W5 – Design of residential development

Horsham District Local Plan (2023-40) (Regulation 19):

Policy 19: Development Quality

Policy 20: Development Principles

Policy 21: Heritage Assets and Managing Change within the Historic Environment

Parish Design Statement:

Warnham Parish Design Statement

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:

Ecology: *No ecological objection subject to attached conditions.*

Newt Officer: *It is considered that the proposed development would present a low risk to great crested newts and/or their habitats. However, as the development is within the amber Impact Risk Zone, as modelled by district licence mapping, I recommend that the following informative should be attached to planning consent.*

Arboricultural Officer: *No significant arboricultural concerns*

Southern Water: *Southern Water has no objections to this proposal.*

Conservation Officer: No Objection

Parish Comments:

Warnham Parish Council: *The Parish Council discussed this application and considered that the council had no further objection or further comments and recommend that HDC Planning Officers make the final decision/*

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 site visit. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policies 32 and 33 of the Horsham District Planning Framework (HDPF) 2015 seeks to ensure that development promotes a high standard and quality of design in order to enhance and protect locally distinctive characters. The policies also seek to ensure that the scale, massing and appearance of development relates sympathetically with the built surroundings, landscape, open spaces and routes within and adjoining the site, including any impact on the skyline and important views.

Policy 34 of the HDPF aims to maintain that development make a positive contribution to the character and distinctiveness of the area, and ensuring that development in conservation areas is consistent with the special character of those areas. Additionally, development should preserve, and ensure clear legibility of, locally distinctive vernacular building forms and their settings, features, fabric and materials.

Policy W5 of the Warnham Neighbourhood Development Plan states that proposals for residential development will be supported where:

- a) The scale and character of the proposals respect the landscape and its features, valued views into and out of the settlement, the local streetscape and heritage assets;
- b) There will be no unacceptable loss of amenity for neighbouring uses through the loss of privacy, loss of light or visual intrusion;
- c) They demonstrate high quality design that is in keeping with the scale and existing character of buildings and layout in the area; and
- d) They protect and preserve priority habitats.

The proposal seeks planning permission for the demolition of the existing conservatory and erection of a part two storey rear extension, erection of a single storey orangery rear extension, alterations to the roof and fenestration, removal of the existing gate on the south-western track and new surfacing.

Warnham Court Farmhouse is located within the Warnham Conservation Area and is recognised as a locally listed building (non-designated heritage asset). The property fronts onto Church Street, and due to its surrounding gardens, can still be appreciated as a former historic farmstead linked to the wider estate, and set at the edge of the historic village core. The property therefore informs the historic and architectural character of the conservation area and has local historic and architectural interest.

As the site is within the Warnham Conservation Area special attention is required to be paid to the desirability of preserving or enhancing the character or appearance of the area. The NPPF sets out how in weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.

In terms of the proposed extensions the quality of the detailing will be key to ensuring that the integrity of the building is maintained. Following consultation with the Council's Conservation Officer, it is noted that the hanging tiles are to be refurbished with plain clay tiles, it would be suggested that the existing detailing is replicated. Whilst generic details of the roof lantern have been submitted specific details would be requested to ensure they are appropriately sensitive to the character of the existing building.

Where Horsham stone is to be removed for the extension, the stone should be removed carefully and stored appropriately for future repairs. It is also noted that clay tile is to be used for the orangery extension although the existing material appears to be Horsham stone. There does not appear to be details relating to the first floor roofing material; if it is to match the existing Horsham Stone it should be laid with matching diminishing courses. Full details of all new windows would be required, including the width of the glazing. In terms of the northern range (which is the older range) it would be suggested that where new windows are proposed that investigation is undertaken to understand whether there are any historic features hidden beneath the tile hanging, and officers informed with a photographic record made. Conditions would secure the required level of detail to ensure the materials and finishes appropriately reflect the special interest and character of the non-designated heritage asset, with an informative highlighting the necessary storage and detailing for the Horsham Stone.

Overall, the proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling. The development would not harm the character or appearance of the Warnham Conservation Area nor the wider area. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above 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.

Due to the orientation of the site, it is considered that the siting and layout of the proposed extension and the resulting relationship with adjacent properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Ecology

Policy 31 of the HDPF states that Development proposals will be required to contribute to the enhancement of existing biodiversity, and should create and manage new habitats where appropriate. The Council will support new development which retains and /or enhances significant features of nature conservation on development sites. The Council will also support development which makes a positive contribution to biodiversity through the creation of green spaces, and linkages between habitats to create local and regional ecological networks.

Following consultation with the Council's Ecologist, it is considered that there is sufficient ecological information available to support determination of this application. The mitigation measures identified in the Dusk Bat Emergence Survey (Ptera Ecology, June 2026) and Preliminary Bat Roost Assessment (Leith Ecology Consulting Ltd., September 2025) would be secured by a planning condition requiring the measures to be implemented in full. Additionally, the Dusk Bat Emergence Survey (Ptera Ecology, June 2026) states that a licence for bats will be required before commencement of any works and this would be secured by planning condition. Also, the reasonable biodiversity enhancement measures would need to be outlined within a separate Biodiversity Enhancement Layout which would be secured by a planning condition. Any external lighting would need to adhere to wildlife sensitive lighting design scheme based on Guidance Note: 08/23 (Institute of Lighting Professionals).

Tree Impact

Policy 33 of the HDPF presumes in favour of the retention of existing important landscape and natural features, for example trees, hedges, banks and watercourses. Development must relate sympathetically to the local landscape and justify and mitigate against any losses that may occur through the development.

The application is not accompanied by any supporting information in respect of the potential impact on adjacent trees of public amenity value.

Following consultation with the Council's Arboricultural Officer, it is acknowledged that the principal arboricultural features at/close to the property are the Yew trees on the Church Street frontage subject

of Tree Preservation Order No. 1047. These trees will not be foreseeably impacted upon by the extent of proposed alterations to hardstanding and associated development work processes.

The additional tarmac hardstanding proposed in the S tip of the site will be within the potential rooting areas of adjacent and off-site trees and shrubs close to the boundaries of the plot and extent of the Conservation area. These trees are not of high public amenity value due to their form/size/condition and are not considered to pose a constraint on the proposed development of the property.

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 **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.

- 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/or/replacement windows, external doors, roof lantern.
These drawings must show:
 - materials
 - decorative/protective finish
 - 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
 - hips
 - valleys
 - eaves
 - verges
 - verges and bargeboards
 - flat roof perimeters
 - parapets
- b) Samples or specifications of external materials and surface finishes.
- c) Specifications of proposed gate.

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).

- 5 **Pre-Commencement (Slab Level) Condition:** Prior to any works above slab level, a Biodiversity Enhancement Strategy for protected and Priority or threatened species, prepared by a suitably qualified ecologist, shall be submitted to and approved in writing by the local planning authority.

The content of the Biodiversity Enhancement Strategy shall include the following:

- a) purpose and conservation objectives for the proposed enhancement measures;
- b) detailed designs or product descriptions to achieve stated objectives;
- c) locations of proposed enhancement measures by appropriate maps and plans (where relevant);
- d) persons responsible for implementing the enhancement measures; and
- e) details of initial aftercare and long-term maintenance (where relevant).

The works shall be implemented in accordance with the approved details 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 NPPF 2024 and s40 of the NERC Act 2006 (as amended).

- 6 **Pre-Occupation Condition:** Prior to occupation, a lighting design strategy for biodiversity in accordance with Guidance Note 08/23 (Institute of Lighting Professionals) shall be submitted to and approved in writing by the local planning authority. The strategy shall:

- a) identify those areas/features on site that are particularly sensitive for bats and that are likely to cause disturbance in or around their breeding sites and resting places or along important routes used to access key areas of their territory, for example, for foraging; and

b) show how and where external lighting will be installed so that it can be clearly demonstrated that areas to be lit will not disturb or prevent the above species using their territory or having access to their breeding sites and resting places.

All external lighting shall be installed in accordance with the specifications and locations set out in the scheme and maintained thereafter in accordance with the scheme. Under no circumstances should any other external lighting be installed without prior consent from the local planning authority.

Reason: To 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 s40 of the NERC Act 2006 (as amended) and Policy 31 of the Horsham Development Framework.

- 7 **Regulatory Condition:** All mitigation measures and/or works shall be carried out in accordance with the details contained in the Dusk Bat Emergence Survey by Ptera Ecology dated June 2026 and Preliminary Bat Roost Assessment by Leith Ecology Consulting dated 01.09.2025, as already submitted with the planning application and agreed in principle with the local planning authority prior to determination.

This will include the appointment of an appropriately competent person e.g. an ecological clerk of works (ECoW) to provide on-site ecological expertise during construction. The appointed person shall undertake all activities, and works shall be carried out, in accordance with the approved details.

Reason: To conserve protected and Priority 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 s40 of the NERC Act 2006 (as amended).

NOTE TO APPLICANT

Where Horsham stone is to be removed for the extension, the stone should be removed carefully and stored appropriately for future repairs. If Horsham stone is to be used as the roofing material for the proposed extensions, it should be laid with matching diminishing courses.

NOTE TO APPLICANT

If hidden features are revealed during the course of works, they should be retained in situ. Works shall be suspended in the relevant area of the building and the Local Planning Authority notified immediately.

NOTE TO APPLICANT

The applicant is reminded that, under the Conservation of Habitats and Species Regulations 2017 (as amended) and the Wildlife and Countryside Act 1981 (as amended), it is an offence to (amongst other things): deliberately capture, disturb, injure, or kill great crested newts; damage or destroy a breeding or resting place; intentionally or recklessly obstruct access to a resting or sheltering place. Planning permission for a development does not provide a defence against prosecution under this legislation. Should great crested newts be found at any stage of the development works, then all works should cease, and a professional and/or suitably qualified and experienced ecologist (or Natural England) should be contacted for advice on any special precautions before continuing, including the need for a licence.

NOTE TO APPLICANT

Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which:

- 1. does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (a hedgerow habitat or watercourse habitat identified for the purposes of the biodiversity metric);
- 2. is the subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- 3. is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain planning condition which applies in relation to another development (In determining whether a development is undertaken solely or mainly for this purpose, no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee);
- 4. consists of no more than 9 dwellings, is carried out on a site which has an area no larger than 0.5 hectares, and consists exclusively of dwellings which are self-build or custom housebuilding ("Self-build or custom housebuilding" has the same meaning as in section 1(A1) of the Self-build and Custom Housebuilding Act 2015 (as amended)).

In addition, the Biodiversity Gain Plan Condition does not apply to applications for major development made before 12 February 2024, or non-major development made before 2 April 2024.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

Statutory exemptions and transitional arrangements

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at <https://www.gov.uk/guidance/biodiversity-net-gain>.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/26/1051

(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
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