



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/25/2067

Rapley Cottage, Nep Town Road, Henfield, West Sussex, BN5 9DU

DESCRIPTION:

Alterations to fenestration. (Listed Building Consent).

RELEVANT PLANNING HISTORY:

HF/91/75 2 storey ext.
(From old Planning History)

Application Permitted on
25.02.1976

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF):

Horsham District Planning Framework (2015):

Policy 34- Cultural and Heritage Assets

Henfield Neighbourhood Plan:

Policy 1 – A Spatial Plan

Policy 4 - Transport, Access and Car Parking

Policy 10 - Green Infrastructure and Biodiversity

Policy 12 - Design Standards for New Development

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:

HDC Conservation Officer: The replacement of windows in the twentieth century portion of the building will not harm the special interest of the listed building. No detailed conditions are necessary. Please carry on.

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

Paragraph 212 of the NPPF (2024) states that "when considering the impact of proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be)." Paragraph 213 continues to state that "any harm to, or loss of, the significance of a designated heritage asset (from its alterations or destruction, or for of development within its setting), should require clear and convincing justification."

Policy 12 of the HNP seeks to ensure that as appropriate to their scale, nature and location development proposals will be supported where their design and detailing meet the relevant requirements in the Henfield Parish Design Statement (Appendix C of the Plan). In addition, as appropriate to the site concerned, development proposals should comply with the following criteria:-

- The design achieves satisfactory access without harming the amenities of neighbouring properties and residents
- The scale, density, massing, height, landscape design, layout and materials of all development proposals, including alterations to existing buildings, are of a high quality and reflect the architectural and historic character and the scale of the surrounding buildings and street-scene/landscape.
- The design preserves or enhances the character or appearance of the Henfield Conservation Area and/or preserves any adjacent listed buildings and its setting.

Rapley Cottage is a semi-detached dwelling on Nep Town Road, Henfield. The cottage is a Grade II Listed Building C17 or earlier timber-framed building with the timbering and plaster infilling exposed in east wall but refronted with red brick with a hipped tiled roof. The site also falls within Henfield Conservation Area.

The proposal seeks to replace the existing windows on the part of the dwelling constructed in the 1970s. As a later addition, the extension is not considered to positively contribute to the special architectural character and interest of the building. Following consultation with the Council's Senior Conservation Officer, it was considered that replacing the windows would not harm the historic interest of the Grade II Listed Building, and would therefore be in accordance with development plan policies.

Recommendation: Application Permitted

Conditions:

- 1 **Standard Time Condition:** The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 2 **Regulatory Condition:** The materials to be used in the development hereby permitted shall strictly accord with those indicated on the submitted plans and application form.

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).

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/25/2067

Schedule of plans/documents **approved:**

Plan Type	Description	Drawing Number	Received Date
Design & Access Statement		NONE	11.12.2025
Location plan		NONE	11.12.2025
Elevation plan	Existing and proposed east elevation	NONE	11.12.2025
Elevation plan	Existing and proposed west elevation	NONE	11.12.2025
Elevation plan	Existing and proposed north elevation	NONE	11.12.2025
Elevation plan	Existing and proposed south elevation	NONE	11.12.2025
Floor plan	Existing ground and first floor	NONE	11.12.2025
Details plan	Proposed window vertical section and detail	NONE	11.12.2025
Details plan	Proposed window glazing bar	NONE	11.12.2025
Details plan	Proposed double opening window horizontal section and detail	NONE	11.12.2025

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 29/01/2026

Authorising Officer sign/initial RHERMITAGE Date: 10.02.2026