



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0577

Lock House, Lock, Partridge Green, Horsham, West Sussex, RH13 8EG

DESCRIPTION:

Conversion of central unit (unit 2) into 2no. residential units (Full Application).

RELEVANT PLANNING HISTORY:

DC/26/0027	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Listed Building Consent).	Application Permitted on 23.03.2026
DC/26/0026	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Householder Application).	Application Permitted on 23.03.2026
DISC/25/0404	Approval of details reserved by condition(s) 3 to approved application DC/25/0359.	Application Permitted on 10.02.2026
DC/25/1882	Erection of a new build coach house building to be used as a holiday cottage. (Listed Building Consent).	Pending
DC/25/1881	Erection of a new build coach house building to be used as a holiday cottage. (Full Application).	Pending
DC/25/1539	Prior notification for the erection of an agricultural barn.	Prior Approval Required and PERMITTED on 14.11.2025
DISC/25/0085	Approval of details reserved by conditions 3, 5, 6 and 8 to approved application DC/25/0037.	Application Permitted on 01.08.2025
DISC/25/0084	Approval of details reserved by conditions 2a(i), 2b, 2c and 2d to approved application DC/25/0038.	Application Permitted on 18.07.2025
DC/25/0360	Conversion of 2no. existing buildings to holiday let use. (Listed Building Consent).	Application Permitted on 16.06.2025
DC/25/0359	Conversion of 2no. existing buildings to holiday let use. (Full Application).	Application Permitted on 16.06.2025
DC/25/0038	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Listed Building Consent).	Application Permitted on 07.03.2025
DC/25/0037	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Full Application).	Application Permitted on 07.03.2025
DC/24/1668	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Listed Building Consent).	Application Refused on 17.01.2025 Appeal allowed on 07.01.2025

PINS ref:

DC/24/1667	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Full Application).	Application Refused on 17.01.2025 Appeal allowed on 07.01.2025 PINS ref: APP/Z3825/W/25/3359 623
DC/24/0609	Conversion of existing dwelling into 5No. dwellings, replacement of existing garage and flat with 1No. dwelling, and erection of 7No. dwellings as enabling development (Listed Building Consent)	Withdrawn Application on 02.10.2024
DC/24/0608	Conversion of existing dwelling into 5No. dwellings, replacement of existing garage and flat with 1No. dwelling, and erection of 7No. dwellings as enabling development (Full Application)	Withdrawn Application on 02.10.2024
DC/26/0578	Conversion of central unit (unit 2) into 2no. residential units, with the erection of an orangery extension. (Listed Building Consent).	Pending Consideration

DESCRIPTION OF THE SITE

The application site comprises Lock House, a substantial Grade II Listed country house situated to the west of Partridge Green and lying outside any defined built-up area. The site is therefore located within the countryside for planning policy purposes.

Lock House is set within extensive grounds of approximately 10.3 hectares and occupies an elevated position within a landscaped parkland setting that slopes generally towards the south-east. The wider estate contains a number of ancillary buildings, including former garage buildings, guest accommodation, a tennis pavilion, swimming pool complex, tennis court and areas of managed parkland, together with mature trees, ornamental planting and open grassland.

Access to the site is obtained from Lock Lane, a private road extending eastwards to Bines Road. The northern part of the wider estate includes an access track passing through Grants Copse, an area of Ancient Woodland located to the north-west of the principal building. Woodland also forms part of the site's northern boundary.

Lock House dates from the early twentieth century and was extensively remodelled during the 1930s and 1940s. The building is listed at Grade II and derives its significance from its vernacular revival architectural character, its surviving high-quality interiors, and its historic function as a large country house within a parkland setting. The property was subsequently used as the Convent of the Visitation before being converted back into residential use.

Planning permission and Listed Building Consent were granted under references DC/25/0037 and DC/25/0038 for the subdivision of Lock House into three dwellings and the conversion of the garage block and flat into a separate dwelling. These permissions are currently being implemented. Accordingly, the application relates specifically to the approved central dwelling (Unit 2), which occupies the principal section of the listed building and contains many of the building's most significant historic interiors.

The application seeks to further subdivide Unit 2 into two separate residential units. The resulting development would increase the number of dwellings within the principal building from three to four. Nearby residential properties are located approximately 100m to the south-west and up to 350m to the south-east, with the wider site retaining its established parkland character and relationship with the surrounding countryside.

DESCRIPTION OF THE APPLICATION

The application seeks full planning permission for the further subdivision of the approved central dwelling (Unit 2) within Lock House, a Grade II Listed Building, to create 2no. self-contained residential dwellings. Unit 2 was previously approved as part of the wider conversion of Lock House into 3no. dwellings under planning permission DC/25/0037, which is currently being implemented. The proposal would increase the number of dwellings within the principal listed building from three to four.

The proposed works comprise internal alterations to facilitate the subdivision of Unit 2, including the formation of a new vertical separation between the eastern and western sections of the dwelling and associated alterations to circulation spaces. The proposal would retain the majority of the existing historic room layout and significant interior features, with relatively limited intervention to the listed fabric.

The applicant contends that the approved central dwelling remains of a scale that limits its long-term marketability and viability, and that the proposed subdivision would represent a more sustainable and viable residential use whilst securing the ongoing conservation of the Grade II Listed Building.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework 2026 (NPPF)

Horsham District Planning Framework (2015):

Policy 1 - Strategic Policy: Sustainable Development
Policy 2 - Strategic Policy: Strategic Development
Policy 3 - Strategic Policy: Development Hierarchy
Policy 4 - Strategic Policy: Settlement Expansion
Policy 15 - Strategic Policy: Housing Provision
Policy 16 - Strategic Policy: Meeting Local Housing Needs
Policy 24 - Strategic Policy: Environmental Protection
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 26 - Strategic Policy: Countryside Protection
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets
Policy 35 - Strategic Policy: Climate Change
Policy 36 - Strategic Policy: Appropriate Energy Use
Policy 37 - Sustainable Construction
Policy 38 - Strategic Policy: Flooding
Policy 40 - Sustainable Transport
Policy 41 - Parking

West Grinstead Neighbourhood Plan (2021)

Policy 4 – Green Infrastructure: Existing Trees, Hedgerows, Habitats and Wildlife
Policy 9 – Car Parking

Horsham District Council is currently in the process of reviewing its development plan. However, at this stage the emerging Local Plan carries only limited weight in decision making having regard to Policy DM4 of the National Planning Policy Framework (NPPF).

The Horsham District Planning Framework (HDPF) was adopted in 2015 and is therefore not consistent with all elements of the revised NPPF published in August 2026. Annex A of the NPPF states that development plan policies that are materially inconsistent with national decision-making policies should be given very limited weight, whereas policies that remain consistent with national policy continue to attract weight in the decision-making process.

"The Council is currently unable to demonstrate a five-year supply of deliverable housing sites, with the supply presently calculated at approximately 1 year. Consequently substantial weight should be afforded to the benefits of providing homes which contribute towards meeting identified housing needs

in accordance with Policy HO7 of the NPPF. The Council's housing land supply position is also a material consideration in the determination of this application..

As a consequence, those HDPF policies which seek to restrict housing development by reason of housing distribution and countryside restraint, including Policies 2, 4, 15 and 26, attract reduced weight insofar as they conflict with the national decision-making policies contained within the NPPF.

All other relevant HDPF policies listed above have been assessed against the NPPF and are considered to remain broadly consistent with national policy. Consequently, they continue to attract significant weight in the determination of this application.

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

Strategic Policy 1: Sustainable Development

Strategic Policy 2: Development Hierarchy

Strategic Policy 3: Settlement Expansion

Strategic Policy 6: Climate Change

Strategic Policy 7: Appropriate Energy Use

Strategic Policy 8: Sustainable Design and Construction

Strategic Policy 9: Water Neutrality

Strategic Policy 10: Flooding

Strategic Policy 11: Environmental Protection

Strategic Policy 12: Air Quality

Strategic Policy 13: The Natural Environment and Landscape Character

Strategic Policy 14: Countryside Protection

Strategic Policy 15: Settlement Coalescence

Strategic Policy 17: Green Infrastructure and Biodiversity

Policy 18: Local Green Space

Strategic Policy 19: Development Quality

Strategic Policy 20: Development Principles

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

Strategic Policy 24: Sustainable Transport

Policy 25: Parking

Policy 32: Conversion of Agricultural and Rural Buildings to Commercial, Community and Residential Uses

Strategic Policy 37: Housing Provision

Strategic Policy 38: Meeting Local Housing Needs

Policy 40: Improving Housing Standards in the District

Supplementary Planning Guidance:

Planning Obligations and Affordable Housing SPD (2017)

Community Infrastructure Levy (CIL) Charging Schedule (2017)

Parish Design Statement:

Planning Advice Notes:

Shaping Development in Horsham

Biodiversity and Green Infrastructure

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:

INTERNAL CONSULTATIONS

HDC Conservation: No Objection (17.06.2026)

Following the appeal decision that allowed conversion to five dwellings (DC/24/1667 & 1668) I am satisfied the current proposal will be no more harmful and do not object. Include the conditions attached to the successful appeal.

OUTSIDE AGENCIES

Southern Water: Comment (22.05.2026)

No objection subject to conditions

WSCC Highways: No Objection (09.06.2026)

In summary, the LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

PUBLIC CONSULTATIONS:

Representations:

No letters of Objection or Support have been received

Parish Comments:

West Grinstead Parish Council: No Objection (05.06.2026)

Subject to Heritage Officer Comments

Member Comments:

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

Principle of Development:

The application site is located outside of any defined built-up area boundary and is therefore situated within the countryside for the purposes of the Horsham District Planning Framework (HDPF). The site lies approximately 1.5km west of Partridge Green, which is identified as a Medium Village within the settlement hierarchy. As such, the site occupies a rural location where Policies 2, 3, 4 and 26 of the HDPF seek to direct and manage development.

Policy 2 of the HDPF seeks to focus development within sustainable settlements in accordance with the established settlement hierarchy. Policies 3 and 4 direct the majority of new development towards settlements with defined built-up area boundaries, whilst Policy 26 seeks to protect the intrinsic rural character and undeveloped nature of the countryside from inappropriate forms of development.

Notwithstanding the above, the National Planning Policy Framework (2026) has introduced a revised approach towards decision-making. Policy S3 establishes a presumption in favour of sustainable development and requires proposals outside settlements to be assessed against Policy S5 of the Framework. Annex A of the NPPF further confirms that development plan policies which are materially inconsistent with the national decision-making policies should attract limited weight. Therefore, whilst the HDPF policies remain part of the development plan, weight afforded to those policies restricting housing development in the countryside must be considered in the context of the revised national policy framework.

Policy S5 of the NPPF identifies a number of forms of development which may be acceptable outside settlements. These include the reuse, extension or alteration of existing buildings, the redevelopment of previously developed land, and development addressing an evidenced unmet housing need where certain locational criteria are satisfied. Policy S5(3) further states that isolated homes outside settlements or groups of houses should only be approved where they accord with Policy HO11. Policy HO11 expressly supports proposals involving the subdivision of an existing residential building and proposals which secure the long-term reuse of heritage assets.

The application proposes the subdivision of the approved central dwelling (Unit 2) within Lock House, a Grade II Listed Building, to create one additional residential unit. The proposal does not involve the creation of a new building in the countryside, but rather the further subdivision and adaptation of an existing residential building that has already been accepted as suitable for residential conversion under planning permission DC/25/0037. The proposal therefore falls squarely within the circumstances anticipated by Policy HO11(d), which supports the subdivision of an existing residential building in the countryside. Furthermore, the proposal concerns a designated heritage asset and seeks to secure its continued viable use in accordance with Policies HO11(c) and HE4 of the NPPF.

Significant weight must also be afforded to the Planning Inspector's decisions APP/Z3825/W/25/3359623 and APP/Z3825/Y/25/3359626 relating to Lock House. In allowing the appeals for the conversion of the building into five dwellings, the Inspector concluded that whilst the subdivision would result in less than substantial harm to the significance of the listed building, the building's use as a single dwelling was no longer viable following extensive marketing and that subdivision represented the optimum viable use of the heritage asset. The Inspector further concluded that the creation of additional dwellings constituted a public benefit of significant weight and that the proposal complied with Policy 34 of the HDPF and national policy.

The current proposal is materially less intensive than the appeal scheme approved by the Inspector, resulting in four dwellings within the principal listed building rather than five. The works relate solely to the subdivision of the existing approved Unit 2 and therefore raise no in-principle concerns regarding the introduction of a residential use at the site, which has already been established. The proposal would also contribute towards meeting the District's identified housing need, a matter to which substantial weight should be afforded under Policy HO7 of the NPPF.

Notwithstanding the above, it is acknowledged that the proposal remains in conflict with the spatial strategy contained within Policies 2, 3, 4 and 26 of the HDPF by reason of its countryside location. Those policies attract reduced weight in this case having regard to the provisions of the NPPF, the identified housing land supply shortfall, the extant planning permission at the site and the conclusions of the Planning Inspector. The conflict is therefore not sufficient to warrant refusal.

Having regard to the above, including the extant planning permission, the appeal decisions, the heritage status of the building, and the support afforded by Policies S5, HO7 and HO11 of the NPPF, the principle of the proposed development is considered acceptable, subject to consideration of all other material planning matters.

Design and Appearance:

Policies 25, 32 and 33 of the Horsham District Planning Framework (HDPF) seek to ensure that development protects, conserves and enhances the character and appearance of the landscape and built environment. Development should respond positively to local character and distinctiveness, provide a high standard of design and relate sympathetically to its surroundings. In addition, Policy DP3

of the National Planning Policy Framework (NPPF) requires development proposals to respond positively to their context, including the history, character and features of a site and its setting, and to create visually attractive and well-designed places.

The application relates to the further subdivision of the approved central dwelling (Unit 2) within Lock House to create two residential units. The majority of works required to facilitate the subdivision are internal in nature and would have a negligible impact upon the external appearance of the building. The proposal would largely retain the established form, scale and architectural composition of the principal listed building.

Associated external alterations are limited in extent and principally comprise works necessary to facilitate the separate occupation of the resulting dwellings, together with the reconfiguration of private amenity space and parking arrangements. These works would utilise existing hardstanding and garden areas and would not materially alter the established appearance of the site or its wider parkland setting.

Given the limited nature of the proposed external works, the development would preserve the visual character and appearance of the host building and would not result in any material harm to the character of the wider countryside or landscape setting. The proposal would remain sympathetic to the form, scale and appearance of the existing building and would integrate appropriately within its surroundings.

For these reasons, the proposed development is considered to be of a design and appearance that would relate sympathetically to the characteristics and form of the host building and the wider site. The proposal is therefore considered to accord with Policies 25, 32 and 33 of the HDPF and Policy DP3 of the NPPF (2026).

Heritage

Policy 34 of the Horsham District Planning Framework (HDPF) recognises that heritage assets are an irreplaceable resource and promotes the positive management of heritage assets within the District. Development affecting heritage assets should reinforce the special character of the District's historic environment through appropriate siting, scale, form and design, including the use of traditional materials and techniques. Development should preserve and ensure the continued legibility of locally distinctive vernacular building forms and their settings, features, fabric and materials. Policy 34 also seeks to secure the viable and sustainable future of heritage assets through uses that are consistent with their significance whilst retaining and enhancing their setting.

In addition, Policies HE4, HE5 and HE6 of the National Planning Policy Framework (2026) require heritage assets to be conserved in a manner appropriate to their significance. Development proposals affecting designated heritage assets should avoid or minimise harm to significance, with any harm requiring clear and convincing justification. Substantial weight should be given to the conservation of designated heritage assets, whilst harm to significance must be weighed against the public benefits of a proposal.

Lock House is a Grade II Listed Building comprising a substantial country house dating from circa 1900, with significant additions and remodelling undertaken during the 1930s and 1940s, together with later alterations undertaken during its use as a convent. The significance of the building derives from both its architectural quality and its historic function as a country house set within a parkland landscape. Particular significance is also derived from the high-quality interior detailing associated with the 1940s remodelling undertaken for the Harvey family.

The proposal seeks the further subdivision of the approved central dwelling (Unit 2) within Lock House to create two residential units. The works involve relatively limited physical intervention to the historic fabric of the building and largely mirror elements of the subdivision previously assessed by the Planning Inspector as part of the appeal scheme for the conversion of Lock House into five dwellings. The proposal would retain the principal historic rooms, interior detailing and architectural features that contribute significantly to the building's special interest.

The Planning Inspector's decision on appeals APP/Z3825/W/25/3359623 and APP/Z3825/Y/25/3359626 is a highly material consideration in the determination of the current application. In assessing the five-dwelling scheme, the Inspector concluded that the subdivision of the building would alter the historic relationship between the principal family accommodation and former service areas, resulting in harm to the hierarchy of spaces within the building and thereby causing less than substantial harm to the significance of the listed building. However, that harm was found to lie at the lower end of the less than substantial spectrum.

The Inspector further concluded that the extensive marketing of Lock House had demonstrated that its continued occupation as a single dwelling was not commercially viable and that subdivision represented the optimum viable use of the heritage asset. The Inspector attached significant weight to the public benefits arising from securing the long-term viable use of the listed building and from the contribution of additional housing towards the District's housing needs. On balance, those public benefits were found to outweigh the identified heritage harm.

In the present case, the Council's Design and Conservation Officer has reviewed the proposal and raises no objection. It is noted that the current scheme would result in four dwellings within the principal listed building rather than the five dwellings previously allowed at appeal. The Conservation Officer is satisfied that the proposal would result in no greater harm to the significance of the listed building than the appeal scheme and that the previously agreed conditions controlling detailing, materials and historic fabric are capable of ensuring that the special architectural and historic interest of the building is appropriately safeguarded. The proposal is therefore considered to fall within the parameters of development that have already been accepted through the appeal process.

Having regard to the appeal decision, it is considered that the proposal would result in no greater than lower-end less than substantial harm to the significance of the Grade II Listed Building. In accordance with Policy HE6 of the NPPF, this harm must be weighed against the public benefits of the proposal. In this respect, significant weight is afforded to the continued securing of the optimum viable use of this designated heritage asset, together with the provision of an additional dwelling within the District at a time when the Council cannot demonstrate an adequate housing land supply. These public benefits are considered to outweigh the limited heritage harm identified.

For these reasons, whilst the proposal would result in lower-end less than substantial harm to the significance of the listed building, that harm is outweighed by the identified public benefits and the proposal is considered to comply with Policy 34 of the HDPF and Policies HE4, HE5 and HE6 of the NPPF.

Residential Amenity:

Policies 32 and 33 of the Horsham District Planning Framework (HDPF) seek to ensure that development provides an attractive, functional, safe and adaptable environment and is designed to avoid unacceptable harm to the amenities of existing and future occupiers. In addition, Policy DP3 of the National Planning Policy Framework (NPPF) requires development proposals to create well-designed places that provide acceptable living conditions for occupiers and users, whilst Policy P3 seeks to ensure that development does not result in unacceptable impacts arising from noise, disturbance, overlooking or other forms of pollution.

The application seeks the subdivision of the approved Unit 2 into two separate dwellings within the existing building envelope. The proposal would utilise an existing residential building and would not introduce any significant new built form or additional openings that would materially alter the relationship between the building and neighbouring land uses.

The site occupies an extensive parkland setting and is well separated from surrounding residential properties, which are located at distances of approximately 100m to 350m from the application building. Given these separation distances, together with the established landscaping and mature vegetation within the grounds, it is not considered that the proposal would result in harmful overlooking, loss of privacy, loss of outlook or loss of natural light to neighbouring residential properties.

The proposal would result in one additional residential unit compared to the extant permission granted under DC/25/0037. Whilst this would lead to a modest increase in activity associated with the site, the use would remain wholly residential in character. The scale of additional activity arising from a single additional dwelling within a large country house conversion is not considered likely to give rise to unacceptable levels of noise, disturbance or general activity that would materially harm the amenities of neighbouring occupiers.

Furthermore, the proposal would provide accommodation within an existing building of substantial size, with access to private and shared amenity areas within the wider estate. It is therefore considered that acceptable living conditions would be provided for future occupiers.

Having regard to the nature and scale of the proposal, together with the site's spacious setting and separation from neighbouring properties, it is not considered that the development would result in unacceptable harm to the amenities of neighbouring occupiers or future residents. The proposal is therefore considered to accord with Policies 32 and 33 of the HDPF and Policies DP3 and P3 of the NPPF

Highways Impacts:

Policy 40 of the Horsham District Planning Framework (HDPF) seeks to ensure that development provides safe and suitable access for all users and does not adversely affect the operation of the transport network. Policy 41 requires an appropriate level of vehicle and cycle parking to be provided. In addition, Policies TR3, TR4 and TR6 of the National Planning Policy Framework (NPPF) require development to be located and designed to support sustainable patterns of movement, provide appropriate access and parking arrangements, and ensure that development would not result in severe impacts on the transport network or unacceptable impacts on highway safety.

The application site is accessed via Lock Lane, a privately maintained road that connects to the public highway network at Bines Road. No alterations are proposed to the existing access arrangements. The Local Highway Authority (LHA) notes that the primary access has operated safely and that there is no evidence that its continued use would exacerbate any existing highway safety concerns. Collision data supplied by Sussex Police records only one collision within the vicinity of the site during the previous five-year period, which was not attributable to the operation of the site access.

The submitted Transport Statement assesses the likely traffic generation arising from the proposal and concludes that the development would generate approximately five additional vehicle movements per day, with no increase in traffic movements during either the AM or PM peak periods. The LHA is satisfied that such an increase would not result in a material intensification of the local highway network and would not give rise to unacceptable highway impacts.

The proposal includes the provision of five parking spaces. Whilst the LHA advises that six spaces would ordinarily be required when assessed against the WSCC Car Parking Demand Calculator, it acknowledges that additional parking could be accommodated within the site if necessary and does not consider that any shortfall would result in overspill parking that would adversely affect the public highway. Given the extensive area of existing hardstanding and parking available within the wider site, no objection is raised in this regard.

The site is located approximately 1.7km from Partridge Green, which provides access to local services, facilities and public transport connections. The proposal also incorporates secure cycle storage, thereby encouraging opportunities for sustainable travel. Whilst future occupiers are likely to remain reliant on private vehicles to some degree, this is typical of rural residential development and does not amount to a highway safety concern.

Having regard to the scale of the proposal, the existing access arrangements, parking provision and the conclusions of the Local Highway Authority, it is not considered that the development would have an unacceptable impact on highway safety or result in severe cumulative impacts on the operation of the highway network. The proposal is therefore considered to accord with Policies 40 and 41 of the HDPF and Policies TR3, TR4 and TR6 of the NPPF.

Ecology:

Policy 31 of the Horsham District Planning Framework (HDPF) seeks to ensure that development protects and enhances biodiversity and contributes towards the maintenance and improvement of ecological networks. Policy N2 of the NPPF (2026) requires development proposals to minimise impacts on biodiversity and provide appropriate measures to conserve and enhance protected and priority species where relevant.

The application relates to the subdivision of an existing residential unit within a large Grade II Listed Building. The proposed works are predominantly internal in nature and are limited to alterations at ground and first floor level. No works are proposed to the roof structure, attic spaces, upper roof voids or other areas typically associated with bat roosting opportunities, nor are any significant alterations proposed to the external fabric of the building. The only external alteration comprises the insertion of a new ground floor French door within an existing elevation.

Given the nature and extent of the proposed works, it is not considered that the development would affect any known or potential bat roosting features. Furthermore, the proposal would not result in the loss of habitat, removal of trees, alteration of boundary vegetation or any other works likely to impact protected species or their supporting habitats.

The Council has carefully considered whether further ecological survey work is necessary to inform determination of the application. Having regard to the limited nature of the proposed works, their restriction to lower floor internal areas and the absence of alterations to the roof spaces or external features of ecological interest, it is considered that sufficient information is available to conclude that the proposal is unlikely to result in harm to protected species or their habitats. As such, further ecological survey work is not considered necessary or proportionate in this instance.

The proposal would not result in any significant adverse effects upon protected species, priority habitats or the wider ecological value of the site. The proposal would not result in any significant adverse effects upon protected species, priority habitats or the wider ecological value of the site. The development is therefore considered to accord with Policy 31 of the HDPF and Policy N2 of the NPPF.

Water Neutrality:

A 2021 Position Statement from Natural England identified that it could not be concluded with the required degree of certainty that new development in the Sussex North Water Supply Zone would not have an adverse effect on the integrity of the Arun Valley SAC, SPA and Ramsar sites. As a consequence, and to comply with the legal duties set out in the Conservation of Habitats and Species Regulations 2017 (known as the Habitat Regulations), all new development since has been required to demonstrate water neutrality.

On 31st October 2025 Natural England formally withdrew the 2021 Position Statement, citing a package of measures that they were satisfied would safeguard the Arun Valley sites. Principal amongst these measures is a reduction in the Southern Water abstraction licence 'by March 2026'. However, given the licence change has not yet taken place Horsham District Council, as competent authority under the Habitats Regulations, cannot yet be certain that new development will not result in adverse impacts on the Arun Valley sites.

To ensure development can come forward as water neutral in the meantime, the Council has agreed with Natural England to use the significant water savings made by Southern Water in 2024/25 through their programme of leakage reduction (amongst other measures). This has generated some 3,240,000 litres per day of water savings that can now be attributed to new development without increasing water abstraction in the Arun Valley beyond baseline. These savings were previously to be used to launch the Sussex North Water Certification Scheme (SNWCS), however following the withdrawal statement SNWCS will no longer be launching. Natural England standing advice dated 10 November 2025 raises no objection to using these savings to enable development to come forward. The standing advice clarifies that it functions as Natural England's formal response pursuant to Regulation 63(3) of the Conservation of Habitats and Species Regulations 2017 to all relevant planning applications which seek to achieve water neutrality using the above Southern Water savings.

Officers have undertaken an Appropriate Assessment which demonstrates that the anticipated increase in mains water consumption from this development, alongside all other development granted since the 31st October 2025, will not exceed 3,240,000 litres per day.

Accordingly, Officers consider that the proposed development will not have an Adverse Effect on the Integrity of the Arun Valley Site, either alone or in combination with other plan and projects, thereby complying with Regulations 63 and 70 of the Conservation of Habitats and Species Regulations 2017, HDPF Policy 31, and Policy N6 of the National Planning Policy Framework (2026).

Climate Change:

Policies 35, 36 and 37 of the Horsham District Planning Framework (HDPF) require development to mitigate and adapt to the impacts of climate change through measures including improved energy efficiency, reducing flood risk, reducing water consumption, enhancing biodiversity and promoting sustainable transport modes. These policies are consistent with the objectives of Chapter 5 of the National Planning Policy Framework (NPPF), in particular Policies CC2 and CC3, which seek to support climate change mitigation, adaptation and the transition to a low-carbon future.

The proposed development comprises the subdivision of an existing residential unit within a Grade II Listed Building and therefore makes effective use of an existing building rather than requiring a new standalone dwelling. The proposal incorporates the following measures intended to reduce environmental impacts and improve sustainability:

- Water consumption limited to no more than 110 litres per person per day.
- Retention and reuse of the existing building fabric, thereby reducing the need for new construction materials and minimising embodied carbon.
- Secure cycle parking facilities to encourage sustainable travel choices.
- Provision of electric vehicle charging infrastructure.

In addition, conditions are attached to secure the following:

- Water consumption limited to 110 litres per person per day.
- Secure cycle parking provision.
- Electric vehicle charging facilities.

The proposal also represents the continued re-use and adaptation of an existing building, which accords with Policy CC2 of the NPPF in promoting the efficient use of existing resources and supporting the long-term sustainable use of the built environment.

Subject to the recommended conditions, the proposed development is considered to appropriately mitigate and adapt to the impacts of climate change and is therefore considered to accord with Policies 35, 36 and 37 of the HDPF and Policies CC2 and CC3 of the NPPF.

Biodiversity Net Gain (BNG):

Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) mandates that every development must achieve at least a 10% Biodiversity Net Gain (BNG) (unless the development qualifies as exempt under the Biodiversity Gain Requirements (Exemptions) Regulations 2024) and that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the condition that development must not be begun unless a Biodiversity Gain Plan has been submitted to the planning authority and the planning authority has approved the Plan.

The Biodiversity Gain Plan must show how the development will achieve the required minimum 10% BNG using the statutory biodiversity metric tool, and must demonstrate how the habitats will be managed and maintained for 30 years, starting from the date the development is completed. Off-site gains (on unregistered sites) and significant on-site enhancements will be secured over this period by way of a Legal Agreement.

The Applicant has demonstrated that the development is exempt from the requirement to achieve a minimum 10% BNG by reason of:

- The development qualifies as 'de minimis' under Regulation 4 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024

Planning Balance and Conclusions:

The application proposes the subdivision of the existing approved Unit 2 within Lock House to create one additional dwelling within a Grade II Listed Building. The proposal would increase the number of dwellings within the principal building from three to four and follows the implementation of planning permission DC/25/0037 and listed building consent DC/25/0038.

The site lies within the countryside and is therefore in conflict with the spatial strategy contained within Policies 2, 3, 4 and 26 of the HDPF. However, significant weight must be given to the fact that the proposal comprises the subdivision of an existing residential building and the continued reuse of a designated heritage asset, circumstances which are expressly contemplated by Policies S5 and HO11 of the NPPF. Furthermore, the proposal relates to a residential use that is already established through the extant planning permission and does not involve the erection of a new dwelling in the countryside.

In assessing the proposal, considerable weight has been afforded to the Planning Inspector's decisions APP/Z3825/W/25/3359623 and APP/Z3825/Y/25/3359626. The Inspector concluded that the subdivision of Lock House represented the optimum viable use of the heritage asset and that the provision of additional dwellings constituted a public benefit of significant weight. The Inspector further concluded that these benefits outweighed the identified lower-end less than substantial harm to the significance of the listed building.

In the present case, the proposal would result in a form of development that is less intensive than the appeal scheme previously allowed. The Council's Design and Conservation Officer has confirmed that the proposal would result in no greater heritage impact than the appeal scheme and raises no objection subject to appropriate safeguarding conditions.

The proposal would provide an additional dwelling within the District at a time when Horsham District Council remains unable to demonstrate a five-year supply of deliverable housing sites. In accordance with Policy HO7 of the NPPF, substantial weight should therefore be given to the contribution the proposal would make towards meeting the District's housing needs. The proposal would also secure the continued viable use of an important designated heritage asset and make effective use of an existing building.

Set against these benefits, the proposal would result in limited heritage harm arising from the further subdivision of the building and the resulting erosion of the historic hierarchy of spaces. However, for the reasons outlined above, that harm is considered to be no greater than that previously accepted by the Planning Inspector and is outweighed by the public benefits arising from the proposal.

Accordingly, when assessed against the development plan and the policies of the NPPF as a whole, the proposal is considered to represent sustainable development and there are no material considerations which indicate that planning permission should be withheld.

Conclusions

The proposed development would facilitate the further subdivision of the approved central dwelling within Lock House to provide one additional residential unit. The proposal would secure the continued optimum viable use of a Grade II Listed Building, contribute towards the District's housing needs, and make effective use of an existing building.

Subject to the recommended conditions, the proposal would not result in unacceptable harm to the character and appearance of the site, the significance of the heritage asset, residential amenity, highway safety, ecology, biodiversity, water neutrality or climate change objectives.

While the proposal would result in a degree of less than substantial harm to the significance of the listed building, this harm is considered to be outweighed by the public benefits associated with securing the long-term viable use of the heritage asset and the provision of an additional dwelling within the District. The proposal therefore accords with the relevant policies of the Horsham District Planning Framework, the National Planning Policy Framework (2026), and the Planning (Listed Buildings and Conservation Areas) Act 1990.

For the reasons set out above, the application is considered acceptable and is recommended for approval.

Recommendation: Application Permitted

Conditions:

- 2 Regulatory (Time) Condition: The development hereby permitted shall be begun 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:** 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, and new staircases. 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, etc
 - method of opening
 - method of glazing
- 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) Schedule identifying all doors, doorcases, windows, joinery, panelling, fireplaces and surrounds, decorative plasterwork and other architectural features that are to be altered, relocated, concealed or removed, fully describing the work proposed.
- d) Specification and/or drawings fully describing method of incorporating thermal, fire and sound insulation, describing the effect on the appearance and fabric of historic and architectural features.

Reason: 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).

- 4 **Pre-Commencement (Slab) Level:** No development above ground floor slab level of any part of the development hereby permitted shall take place until a Biodiversity Enhancement Strategy for Protected and Priority species has been 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 to achieve stated objectives;
- (c) Locations of proposed enhancement measures by appropriate maps and plans;
- (d) Persons responsible for implementing the enhancement measures;

- (e) Details of initial aftercare and long-term maintenance (where relevant).

The works shall be implemented in accordance with the approved details and shall be retained in that manner thereafter.

Reason: As these matters are fundamental to safeguard the ecology and biodiversity of the area in accordance with Policy 31 of the Horsham District Planning Framework (2015), and to enhance Protected and Priority Species/habitats and allow the LPA to discharge its duties under the s40 of the NERC Act 2006 (Priority habitats & species).

- 5 **Pre-Occupation Condition:** No part of the development hereby permitted shall be first occupied until full details of all hard and soft landscaping works shall have been submitted to and approved, in writing, by the Local Planning Authority. The details shall include plans and measures addressing the following:

- (a) Details of all existing trees and planting to be removed and retained
- (b) Details of all proposed trees and planting, including schedules specifying species, planting size, densities and plant numbers and tree pit details
- (c) Details of all hard surfacing materials and finishes

The approved landscaping scheme shall be fully implemented in accordance with the approved details within the first planting season following the first occupation of any part of the development. Unless otherwise agreed as part of the approved landscaping, no trees or hedges on the site shall be wilfully damaged or uprooted, felled/removed, topped or lopped without the previous written consent of the Local Planning Authority until 5 years after completion of the development. Any proposed or retained planting, which within a period of 5 years, dies, is removed, or becomes seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason: To ensure a satisfactory development that is sympathetic to the landscape and townscape character and built form of the surroundings, and in the interests of visual amenity in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 6 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until a landscape management and maintenance plan (including long term design objectives, management responsibilities, a description of landscape components, management prescriptions, maintenance schedules and accompanying plan delineating areas of responsibility) for all communal landscape areas has been submitted to and approved in writing by the Local Planning Authority. The landscape areas shall thereafter be managed and maintained in accordance with the approved details.

Reason: To ensure a satisfactory development that is sympathetic to the landscape and townscape character and built form of the surroundings, and in the interests of visual amenity in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 7 **Pre-Occupation Condition:** Prior to the first occupation of each dwelling, the necessary in-building physical infrastructure and external site-wide infrastructure to enable superfast broadband speeds of 30 megabits per second through full fibre broadband connection shall be provided to the premises.

Reason: To ensure a sustainable development that meets the needs of future occupiers in accordance with Policy 37 of the Horsham District Planning Framework (2015).

- 9 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until details of secure and covered cycle parking facilities for the occupants of, and visitors to, the development have been submitted to and approved in writing by the Local Planning Authority. No dwelling hereby permitted shall be occupied or use hereby permitted commenced until the approved cycle parking facilities associated with that dwelling or use have been fully

implemented and made available for use. The provision for cycle parking shall thereafter be retained for use at all times.

Reason: To ensure that there is adequate provision for the parking of cycles in accordance with Policy 40 of the Horsham District Planning Framework (2015).

- 10 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until the car parking spaces (including garages where applicable) necessary to serve it have been constructed and made available for use in accordance with approved drawing Block Plan (received 07/04/2026). The car parking spaces permitted shall thereafter be retained as such for their designated use.

Reason: To provide car-parking space for the use in accordance with Policy 40 of the Horsham District Planning Framework (2015).

- 11 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until details for the provision for the storage of refuse and recycling facilities have been submitted to and approved in writing by the Local Planning Authority. These facilities shall be provided prior to occupation (or use) of the development hereby permitted and thereafter be retained for use at all times.

Reason: To ensure the adequate provision of recycling facilities in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 12 **Regulatory Condition:** The dwellings hereby permitted shall meet the optional requirement of building regulation G2 to limit the water usage of each dwelling to no more than 110 litres per person per day. The subsequently installed water limiting measures shall thereafter be retained.

Reason: To limit water use in order to improve the sustainability of the development in accordance with Policy 37 of the Horsham District Planning Framework (2015), and to avoid an adverse impact on the Arun Valley SACSPA and Ramsar sites in accordance with Policy 31 of the Horsham District Planning Framework (2015), Paragraph 193 of the National Planning Policy Framework (2024), and to allow the Local Planning Authority to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), and s40 of the NERC Act 2006 (Priority habitats & species).

- 13 **Regulatory Condition:** The development hereby permitted shall be undertaken in strict accordance with the ecological mitigation and enhancement measures set out in Bat Building Inspection Report reference 13324 V2 by Phlorum dated October 2024.

Reason: As these matters are fundamental to safeguard the ecology and biodiversity of the area in accordance with Policy 31 of the Horsham District Planning Framework (2015), and to enhance Protected and Priority Species/habitats and allow the LPA to discharge its duties under the s40 of the NERC Act 2006 (Priority habitats & species).

- 14 **Regulatory Condition:** No external lighting or floodlighting shall be installed other than with the permission of the Local Planning Authority by way of formal application.

Reason: In the interests of the amenities of the locality and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 15 **Regulatory Condition:** No new plumbing, pipes, soil stacks, flues, vents, ductwork or the like, shall be fixed to any external face of the building other than as shown on the drawings hereby approved.

Reason: 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).

- 16 **Regulatory Condition:** The development hereby permitted shall be undertaken in strict accordance with the Flood Emergency/Evacuation Plan reference AEG6137_RH13_Partridge Green_07 by aegaea dated 17.11.2024.

Reason: To reduce the risk of flooding and pollution and to comply with Policy 38 of the Horsham District Planning Framework (2015).

NOTE TO APPLICANT

The applicant is advised that Southern Water has restrictions relating to the planting of trees and other vegetation in close proximity to public sewers, rising mains and water mains. Any landscaping works should be undertaken in accordance with Southern Water's guidance "A Guide to Tree Planting Near Water Mains and Sewers". The applicant is advised to consult Southern Water before undertaking any planting in proximity to public apparatus

NOTE TO APPLICANT

The applicant is reminded that surface water must not discharge to a public foul sewer and should be managed in accordance with the drainage hierarchy set out within Approved Document H of the Building Regulations. The applicant is advised to contact Southern Water regarding any proposed drainage connections

NOTE TO APPLICANT

Any proposed connection to the public sewer network will require the prior approval of Southern Water under Section 106 of the Water Industry Act 1991. The applicant is advised to contact Southern Water at an early stage regarding any proposed sewer connection works.

NOTE TO APPLICANT

The applicant is advised that private sewers may have transferred into public ownership under the Water Industry (Schemes for Adoption of Private Sewers) Regulations 2011. Should any sewer infrastructure be discovered during construction works, work should cease in the affected area and Southern Water contacted on 0330 303 0119 to establish ownership and any necessary protection measures

NOTE TO APPLICANT

The applicant is advised that any works involving a septic tank or private drainage system may require separate approval from the Environment Agency. The applicant should contact the Environment Agency directly regarding any proposed changes to foul drainage arrangements.

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/26/0577

(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
Floor plan	Existing Ground Floor Plan	NONE	19.08.2026
Floor plan	Existing First Floor Plan	NONE	19.08.2026
Block plan	Ground Proposed	NONE	07.04.2026
Floor plan	Proposed Ground Floor Plan	NONE	07.04.2026
Floor plan	Proposed Ground Floor Plan	NONE	07.04.2026
Location plan	Location Plan	NONE	13.05.2026
Floor plan	Proposed First Floor Plan	NONE	07.04.2026

