



PLANNING, DESIGN AND ACCESS STATEMENT

**Harwoods
West End Lane
Henfield
West Sussex
BN5 9RF**

**Conversion and Extension of Outbuilding to create Ancillary
Residential Accommodation associated with Harwoods, West
End Lane, Henfield.**

Client: Mr and Mrs J Hazel

26th August 2026
(Rev 2 – With Updated NPPF Policies)

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Appendices

Appendix A Horsham District Council's Pre Application Response dated 28th October 2025

Appendix B Email correspondence with Jacques Burrowes and Sean Rix

1.0 Introduction

- 1.1 Sadler Planning Limited is instructed by Mr and Mrs Hazel to submit a planning application and listed building consent to convert and extend an outbuilding to provide ancillary residential accommodation at Harwoods, West End Lane, Henfield.
- 1.2 This Planning, Design and Access Statement has been written by Kathryn Sadler BA (Hons) Dip TP MRTPI who has over 24 years experience of working as a Town Planner within local authorities and private practices within the southeast.
- 1.3 A pre-application enquiry was submitted in July 2025 to convert and extend the curtilage listed barn to provide ancillary residential accommodation at Harwoods. A site meeting was held with Jacques Burrowes and Sean Rix of Horsham District Council in attendance. A pre-application response letter was received on 28th October 2025 which is attached at **Appendix A**.
- 1.4 An email was subsequently sent to Jacques Burrowes and Sean Rix on 15th January 2026 to clarify a few planning points raised within the pre-application response letter. This together with Jacques Burrowes response received on 10th March 2026 and Sean Rix's response received on 5th March 2026 are attached at **Appendix B**.
- 1.5 The Statement should be read in conjunction with:
- The plans provided by Cerowski Architects,
 - The Structural Report prepared by Roger Bunney,
 - The Preliminary Ecological Appraisal, Preliminary Bat Roost Assessment, Bat Emergence and Activity Surveys & Report and the Update Ecology Walkover 2026 Letter prepared by Carly Teague of C.T Ecology, and
 - The Heritage Statement and Impact Assessment prepared by Maggie Henderson of HB Archaeology and Conservation.

2.0 The Need for Ancillary Residential Accommodation and The Proposal

The Need for Ancillary Residential Accommodation

- 2.1 Harwoods is a Grade II listed house that underwent complete refurbishment in 2012 / 2013 following the grant of planning and listed building consent (reference DC/10/1716 (planning) and DC/10/1668 (listed building consent) which included the demolition of sub-standard Victorian additions to the timber framed house, the conservation and repair of the house including all associated site works, erection of single storey link and one-and-a-half storey extension providing kitchen, lounge and two bedrooms with offices. The proposal also included the demolition of the dilapidated pigsty range within curtilage of the site.
- 2.2 A further application to vary the listed building consent (reference DC/13/1024) was granted in 2013 which included a change to the first floor layout, insertion of new wood burners / flues and alternative treatment of the southern elevation.
- 2.3 The two storey Victorian element of the property was demolished as per the consent and the original house refurbished. The proposed single storey link and 1 ½ storey extension providing a kitchen/diner, sitting room, two bedrooms and a bathroom has not been implemented as the Applicants wanted to preserve the listed house as it was.
- 2.4 Harwoods is a compact property with a small kitchen, lounge and small bedroom to the ground floor and a bedroom, bathroom and landing area to the first floor. The Applicants consist of a family of four. The Applicants could do with an additional bedroom, space for a home office and for when their family comes together.
- 2.5 Rather than build the 1 ½ storey extension and link which could be implemented as it is an extant consent, the Applicants would rather guarantee the future of the barn by converting and extending the barn to provide ancillary residential accommodation as it preserves the main house as it is and restores a heritage asset that would otherwise deteriorate further. Not only does the proposal restore the barn but it preserves the historical association between the ancillary barn and the main house.

The Proposal

- 2.6 The application seeks to convert the existing outbuilding to ancillary residential accommodation which would consist of an open plan kitchenette, office / sitting area with a tool store, garden WC and garden store with a modest extension to the side to accommodate a bedroom.
- 2.7 The main changes that have taken place since the pre-application submission are:
- A reduction in the width of the extension by 1m;
 - A reduction in the number of French doors in the eastern façade from 3 to 2;
 - An asymmetrical design has been adopted to provide visual interest to the side profile and lessen the domestic appearance; and
 - The window in the western elevation of the extension has been reduced in width.

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- 2.8 An extension is proposed on the southern end of the barn which would replace an existing lean-to store which would provide a bedroom and en-suite bathroom. This extension has been set down from the ridge height of the barn and is set in from the front and rear elevation.
- 2.9 The comments of the planning officer have been taken on board and the extension has been reduced in scale since the pre-application submission by reducing the width of the extension by 1m. The western window in the extension has been reduced in width too.
- 2.10 The design of the extension would be a simple gabled form, set in from the external walls and down from the ridge of the main range, with windows largely facing eastward, away from Harwoods. The detailing of the design would reference the proposed tripartite doors to the eastern wall of the main range (having curved brick 'specials' to the reveals, and repeating the timber and glazed fenestration detailing). It would also use simple architectural detailing such as stacked tile slip corbels to the eaves, and Sussex bond brickwork, to help tie the building into its setting, and relate positively to the host building.
- 2.11 All walls of the barn would be repaired and made good and would retain the Sussex bond brickwork. The eastern wall will need to be re-built and the extension would also have Sussex bond brickwork to match the existing masonry.
- 2.12 The concrete tiles to the roof of the barn would be removed and replaced by new handmade red clay tiles over F1 felt. The roof of the extension would have the same clay tiles to the roof.
- 2.13 The outbuilding would be repaired and insulated so that it could be utilised for ancillary residential accommodation.
- 2.14 Changes have been resisted to the north and west elevations of the barn as these elevations have the most character and face the listed house.
- 2.15 Tile hanging is proposed to the upper gable end of the southern elevation of the extension.
- 2.16 All existing windows would be replaced with timber framed windows to match existing detailing.
- 2.17 The western 'shelter shed' would be split into three cells, as historical, to act as a tool store, garden W.C. and general garden store. The existing vertical timber boarding would be repaired, with a portion acting as a 'jib' door (without an architrave and other domestic detailing) leading into the garden store, and a pair of slot windows set between the timber boards, to serve the tool store and garden W.C.
- 2.18 The existing southern lean-to store would be demolished and the concrete hardstanding to the south and east removed. The existing southern doorway would be re-used to provide access to the new extension.
- 2.19 The eastern elevation of the barn would have to be re-built as advised by the Structural Engineer due to the structural cracking on this elevation. In the pre-application submission,
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three new timber framed double doors were proposed but having followed the advice of the Council these have been reduced to two double doors set on parliament hinges to allow the doors to open against the adjacent masonry. This would reduce the symmetry of the elevation as recommended by Jacques Burrowes and Sean Rix. The doors would also provide the necessary natural light levels internally. The wall would be rebuilt, with new footings to correct the current structural cracking to this portion of the building.

- 2.20 The structural brickwork over the doorway in the northern elevation would be repaired, reinstating the shallow double header arch.
- 2.21 A swallow nesting site is proposed within the roof space of the barn and the existing high level slot opening would be re-used for the entrance to the nest.
- 2.22 A gabled owl box would be fixed to the southern gable end of the extension.

3.0 The Site and Surrounding Area

3.1 Harwoods is located outside the built up area of Henfield and is sited at the western end of West End Lane. The property is a detached Grade II Listed Building which has undergone complete refurbishment since 2013. The Applicants have invested heavily to bring the house up to modern day standard as it had unsafe electrics and only one tap when the house came into the Applicants ownership.

3.2 The list description for Harwoods states:

"C17 or earlier timber-framed building, largely refaced with brick, now painted, but some timbering exposed at the back. Tiled roof. Casement windows. The easternmost window-bay has been added in painted brick in the C19."

3.3 Off road parking is available on the driveway to the north of the property.

3.4 The existing property consists of a small kitchen, lounge and a small bedroom to the ground floor and a bedroom, bathroom and landing area to the first floor.



Photo Above: Rear elevation of Harwoods facing the barn.

3.5 Within the residential curtilage of the dwelling is a barn (application site) that was constructed between 1874 and 1897 and is shown for the first time on the first revision Ordnance Survey map in 1897.

3.6 The footprint of the group as first built is unchanged to date despite the addition of modern structures or their remains. The building was purpose-built to accommodate livestock, this

was achieved within a main range to the east side of the group and a rear (west) shelter shed and attached enclosure. An integral slurry pit abutting the south side of the enclosure completed the well planned and efficient group.

- 3.7 The main range at one-and-a-half storeys in height had been partitioned to create two separate rooms. The larger northern room retains evidence of a series of stalls 0.90 metres or so wide and the floor of the room is in brick or cobble, with an integral drainage channel, all conducive to accommodating animals within the building. The south cell has been altered and the floor refinished in concrete.
- 3.8 Both rooms had their own entrance and were served by their own window, providing ventilation and natural light to the interior. The loft over is evidenced by the two high-set windows in the gabled roof terminals of the building (the south has been modified).
- 3.9 The integral west enclosure encompassed three stalls and three yards or pens, all surfaced in brick, a kerb defines the boundary between the stalls and the pens. The partitions between the pens and their west front were timber-framed, the roof a catslide one, continuing down from the roof of the main range, all under tile. Access to the yard, pens and stalls is via two narrow entrances in the west elevation.
- 3.10 The integral drain on the west side of the yard drains directly into the integral slurry pit on the south side of the structure. Later additions comprise the timber shed to the south side of the main range, brick footings for a glasshouse to the east side at the south end of the building, and a concrete surface adjacent to the north.



Photo Above: The north and west elevation of the barn (facing the house)

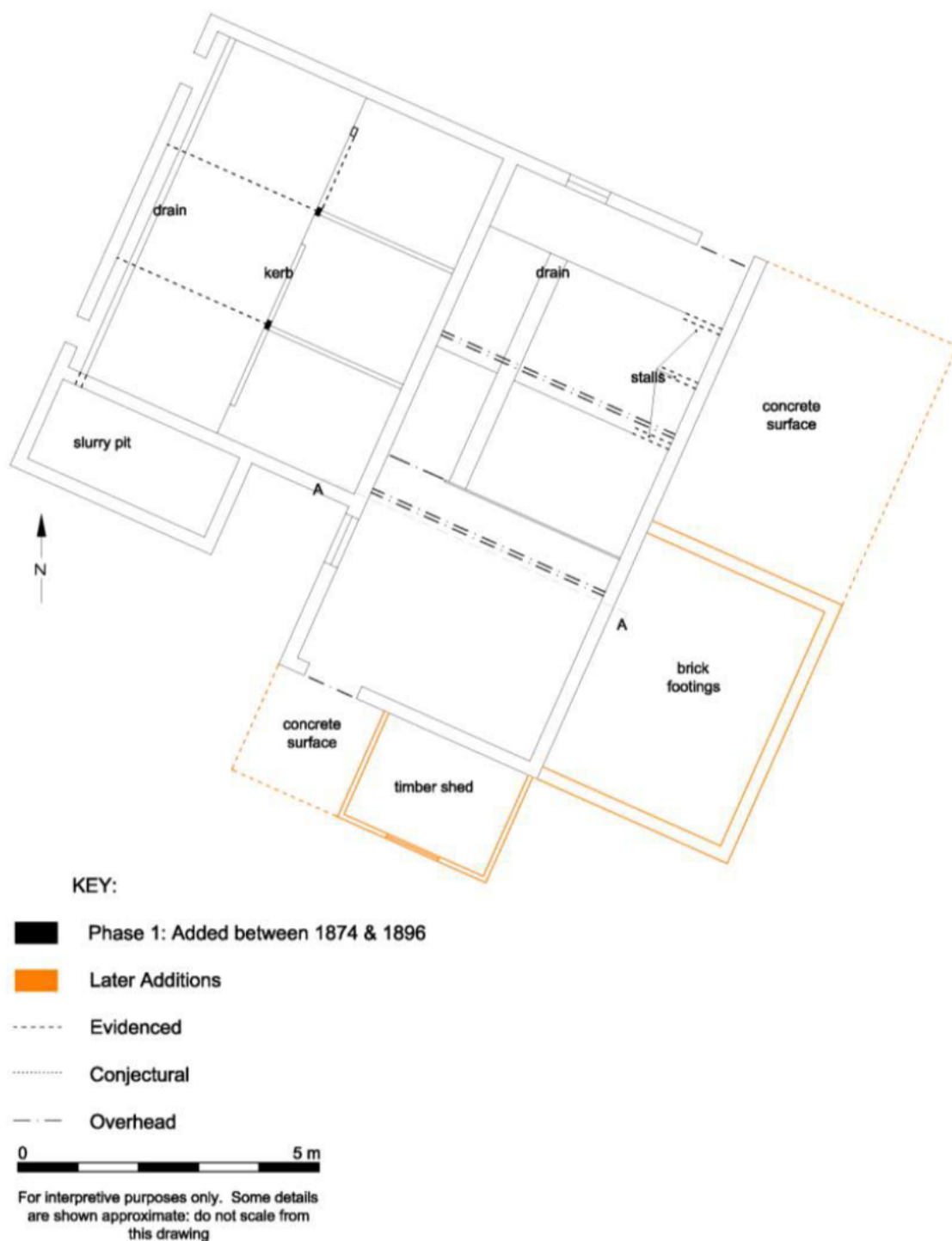


Image Above: Phased Plan of the barn as existing (HB Archaeology and Conservation)

3.11 The barn is stylistically simple, in brick laid in Sussex bond, the roof as already mentioned, in tile from the outset, albeit replaced in the 20th century with concrete equivalents. The east side of the main range is entirely blank, the north and south ends include doorways and high-set windows (the south window has been widened), and there are two further windows at ground floor level, one to the north and one to the south side of the west elevation.



Photo Above: The south and west elevations of the barn and old slurry pit.



Photo Above: The animal enclosure.



Photo Above: The eastern elevation showing the concrete surface and brick footings.

4.0 Planning History

4.1 The property has the following planning history:

- **DC/10/1716 (Planning)** - Demolition of sub-standard Victorian additions to timber framed house and new single storey link and one-and-a-half storey extension providing kitchen, sitting and two bedrooms with usual offices – Permitted 17th August 2011.
- **DC/10/1668 (Listed Building Consent)** - Demolition of sub-standard Victorian additions to the timber framed house, the conservation and repair of the house including all associated site works, erection of single storey link and one-and-a-half storey extension providing kitchen, sitting and two bedrooms with offices. Proposed demolition of dilapidated pigsty range within curtilage of the site – Permitted 17th August 2011.
- **DC/13/1024 (Listed Building Consent)** - Variation to consent DC/10/1668 (Proposed demolition of sub-standard Victorian additions to timber framed house and the conservation and repair of the timber framed house including all associated site works. Proposed single storey link and one-and-a-half storey extension to timber framed house providing domestic accommodation. Proposed demolition of dilapidated pigsty range within curtilage of site) to include change to the first floor layout, insertion of new wood burners and flues and treatment to south elevation (Listed Building Consent) – Permitted 29th July 2013.
- **PE/25/0169 (Pre-Application Submission)** – Conversion and extension of curtilage listed barn to create ancillary residential accommodation associated with Harwoods. – Supportive of the conversion of the barn but would like to see the extension reduced in size.

5.0 Planning Policy

5.1 Section 38 (6) of the Planning and Compulsory Purchase Act 2004 requires planning applications to be determined in accordance with the policies in the Development Plan, unless other material considerations indicate otherwise.

5.2 The documents that comprises the Development Plan are:

- Horsham District Planning Framework, November 2015;
- Emerging Horsham District Local Plan (2023 – 40) (Regulation 19 Stage)

5.3 Henfield Neighbourhood Plan 2017 - 2031 (Referendum Version) was made in May 2021.

5.4 On 17th August 2026, the revised National Planning Policy Framework (NPPF) was published and sets out the governments planning policies for England and how these are expected to be applied.

National Planning Policy Framework (NPPF) – 17th August 2026

5.5 S3: Presumption in favour of sustainable development states:

"1. Decisions on development proposals should apply a presumption in favour of sustainable development. This means:

- a. Policy S4 in this Framework should be applied when considering development proposals within settlements;*
- b. Outside settlements, policy S5 should be applied; and*
- c. In all locations, development proposals that accord with both an up-to-date development plan and the decision-making policies in this Framework should be approved without delay.*

2. Where a development proposal falls partly within and partly outside a settlement, policies S4 and S5 should be applied to the relevant parts which are inside or outside of the settlement boundary (as appropriate), before coming to an overall view on the proposal."

5.6 S5: Principle of development outside settlements states:

"1. Only certain forms of development should be approved outside settlements, as set out in the following list. These should be approved, unless the benefits of doing so would be substantially outweighed by any adverse effects, when assessed against the national decision-making policies in this Framework:

- a. Development for: agriculture, horticulture and forestry; outdoor sport and recreation; allotments; cemeteries and burial grounds; mineral extraction and processing; engineering operations and infrastructure (including for transport, energy, water and telecommunications); roadside facilities in accordance with policy TR5; national defence and security; or which is solely for nature conservation, restoration and/or enhancement;*

- Harwoods, West End Lane, Henfield

4. *Development proposals which do not fall within one of the categories set out in this policy should only be approved in exceptional circumstances, where the benefits of the proposal would substantially outweigh the adverse effects, including to the character of the countryside and in relation to promoting sustainable patterns of movement.*
5. *This policy does not apply to development proposals in the Green Belt or on land designated as Local Green Space, which should instead be determined in accordance with policies HC8, GB6, GB7 and/or GB8 (as appropriate). However, where development would not be inappropriate in these locations (through the application of policies HC8 and GB7), proposals should be approved unless the benefits of doing so would be substantially outweighed by any adverse effects, when assessed against the national decision-making policies in this Framework, and applying paragraph 2 of this policy."*

5.7 HE4: Securing the conservation of heritage assets states:

- "1. *Heritage assets, as an irreplaceable resource, should be conserved in a manner appropriate to their significance. To achieve this, development proposals which would affect the significance of heritage assets, including any contribution made by their setting should:*
 - a. *Maintain or secure a use consistent with their conservation, taking into account the importance of maintaining the assets, the positive contribution they can make to sustainable communities including local economies, and the positive contribution they can make to local character and distinctiveness; and*
 - b. *Avoid (or if that is not possible, minimise) harm to the significance of heritage assets, and instead conserve this significance.*
2. *Any harm to, or loss of, the significance of a designated heritage asset (including from development within its setting) should have a clear and convincing justification in accordance with the policies in this chapter.*
3. *Where there is evidence of deliberate neglect of, or damage to, a heritage asset, the deteriorated state of the asset should not be taken into account in any decision relating to the asset.*
4. *Proposals for enabling development, which would otherwise conflict with other policies in this Framework and/or those in the development plan, but which would secure the future conservation of a heritage asset, should be considered on the basis of whether the conservation benefits outweigh the disbenefits of departing from the policies concerned."*

5.8 HE5: Assessing effects on heritage assets states:

- "1. *Development proposals affecting heritage assets should be accompanied by an assessment of the significance of the assets affected (including any contribution made by their setting) and of the potential effect of the proposal on their significance. The level of detail should be proportionate to the assets' importance and no more than is necessary to understand the potential effect of the proposal on their significance. The relevant historic*

environment record should be referred to in making this assessment, and appropriate expertise employed where necessary.

2. *Assessments of the potential effects of development proposals on the significance of heritage assets (including through effects on their setting) should identify whether proposals would be likely to:*
 - a. *Have a positive effect, which is where the significance of a heritage asset would be enhanced, or better revealed; or*
 - b. *Have no effect on the significance of a heritage asset; or*
 - c. *Result in harm to the significance of a heritage asset, either from work affecting the asset itself or from development within its setting. The degree of harm should be identified: substantial harm would occur where the development proposal would seriously affect a key element of the asset's significance; or*
 - d. *Cause the total loss of the significance of a heritage asset.*
3. *In making this assessment it is the effect on a heritage asset's significance rather than the scale of the development which should be considered.*
4. *Decision-makers should be satisfied that assessments accurately reflect the effects on heritage assets caused by development proposals.*
5. *Where a development proposal involves, or has the potential to involve, a heritage asset with archaeological interest, an appropriate desk-based assessment should be undertaken and, where necessary, a field evaluation. These should be used to help understand the asset's significance and the potential effect of the proposal on this, which should inform the design, mitigation and implementation of the development."*

5.9 HE6: Proposals affecting designated heritage assets states:

- "1. *When considering the potential effect of a development proposal on the significance of a designated heritage asset, substantial weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential effect amounts to a positive effect, harm, substantial harm, or total loss of its significance.*
2. *Development proposals which would have a positive effect on a designated heritage asset should be supported.*
3. *Any harm to a designated heritage asset will be a matter of considerable importance and weight, which should be dealt with in accordance with paragraphs 4 to 6 of this policy.*
4. *Where a development proposal would harm the significance of a designated heritage asset the effect on the asset and its significance should be weighed against any public benefits resulting from the proposal. Important public benefits can include securing the long-term*

reuse of a vacant or underused listed building, and enabling energy efficiency and low carbon heating measures to be employed.

5. *Where a development proposal would cause substantial harm to, or the total loss of, the significance of a designated heritage asset, consent should be refused unless it can be demonstrated that the harm is necessary to achieve substantial public benefits that outweigh the harm or loss, or if all of the following apply:*
 - a. *The nature of the heritage asset would otherwise prevent all reasonable uses of the site;*
 - b. *No suitable use for the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation;*
 - c. *Conservation by grant-funding or some form of not for profit, charitable or public ownership is not possible; and*
 - d. *The harm or loss is outweighed by the benefit of bringing the asset back into use.*
6. *Within this context, development which would cause substantial harm to, or the total loss of, the significance of grade II listed buildings, or grade II registered parks or gardens, should be exceptional; while development which would cause substantial harm to, or the total loss of, assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional."*

Horsham District Planning Framework (HDPF) 2015

- 5.10 Policy 1 (Sustainable Development) states *"When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work pro-actively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area. Planning applications that accord with the policies in this Local Plan (and, where relevant, with policies in neighbourhood plans) will be approved without delay, unless material considerations indicate otherwise."*
- 5.11 Policy 3 (Development Hierarchy) states *"Development will be permitted within towns and villages which have defined built-up areas. Any infilling and redevelopment will be required to demonstrate that it is of an appropriate nature and scale to maintain characteristics and function of the settlement in accordance with the settlement hierarchy below:"*

Henfield is classified as a small town and larger village and "these are settlements with a good range of services and facilities, strong community networks and local employment provision, together with reasonable rail and / or bus services. The settlements act as hubs for smaller villages to meet their daily needs, but also have some reliance on larger settlements / each other to meet some of their requirements."

5.12 Policy 25 (District Character and the Natural Environment) states:

"The Natural Environment and landscape character of the District, including the landscape, landform and development pattern, together with protected landscapes and habitats will be protected against inappropriate development. The Council will support development proposals which:

- 1. Protects, conserves and enhances the landscape and townscape character, taking into account areas identified as being of landscape importance, the individual settlement characteristics, and maintains settlement separation.*
- 2. Maintain and enhances the Green Infrastructure Network and addresses any identified deficiencies in the District.*
- 3. Maintains and enhances the existing network of geological sites and biodiversity, including safeguarding existing designated sites and species, and ensures no net loss of wider biodiversity and provides net gains in biodiversity where possible.*
- 4. Conserve and where possible enhance the setting of the South Downs National Park."*

5.13 Policy 28 (Replacement Dwellings and House Extensions in the Countryside) states:

"Outside the defined built-up areas, house extensions, replacement dwellings and ancillary accommodation will be supported if the development can be accommodated appropriately within the curtilage of the existing dwelling. In addition:

- 1. Replacement dwellings will only be supported on a one for one basis and if it can be demonstrated that the property is not derelict.*
- 2. Replacement dwellings should not be disproportionate to the size of the existing dwelling whilst extensions should also, and in addition, be in keeping with the scale and character of the existing dwelling. The cumulative impact of existing extensions will be taken into account.*
- 3. Ancillary accommodation and garaging will be required to meet with all other appropriate policies, particularly design principles, and demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site. The size of any new outbuilding should have regard to the dwelling they serve and should be grouped with the house. The use of ancillary accommodation as a separate dwelling will not be supported, and*
- 4. Garages and any new outbuildings should have regard to the dwelling they serve and should be grouped with the house. The use of ancillary accommodation as a separate dwelling will not be supported.*
- 5. Subsequent extensions to converted agricultural buildings which detract from the original form and character will be resisted."*

5.14 Policy 31 (Green Infrastructure and Biodiversity) states:

- “1. Development will be supported where it can demonstrate that it maintains or enhances the existing network of green infrastructure. Proposals that would result in the loss of existing green infrastructure will be resisted unless it can be demonstrated that new opportunities will be provided that mitigates or compensates for this loss, and ensures that the ecosystem services of the area are retained.*
- 2. 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.....”*

5.15 Policy 32 (The Quality of New Development) states *“High quality and inclusive design for all development in the district will be required based on a clear understanding of the local, physical, social, economic, environmental and policy context for development. In particular, development will be expected to:*

- 1. Provide an attractive, functional, accessible, safe and adaptable environment;*
- 2. Complement locally distinctive characters and heritage of the district;*
- 3. Contribute a sense of place both in the buildings and spaces themselves and in the way they integrate with their surroundings and the historic landscape in which they sit;*
- 4. Optimise the potential of the site to accommodate development and contribute to the support for suitable complementary facilities and uses; and*
- 5. Help secure a framework of high quality open spaces which meets the identified needs of the community.”*

5.16 Policy 33 (Development Principles) states *“In order to conserve and enhance the natural and built environment developments shall be required to:*

- 1. Make efficient use of land, and prioritise the use of previously developed land and buildings whilst respecting any constraints that exist;*
- 2. Ensure that it is designed to avoid unacceptable harm to the amenity of occupiers/users of nearby property and land, for example through overlooking or noise, whilst having regard to the sensitivities of surrounding development;*
- 3. Ensure that the scale, massing and appearance of the development is of a high standard of design and layout and where relevant 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;*
- 4. Are locally distinctive in character, respect the character of the surrounding area (including its overall setting, townscape features, views and green corridors) and, where available and applicable, take account of the recommendations/policies of the relevant Design Statements and Character Assessments;*

5. Use high standards of building materials, finishes and landscaping; and includes the provision of street furniture and public art where appropriate;

6. Presume 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; and,

7. Ensure buildings and spaces are orientated to gain maximum benefit from sunlight and passive solar energy, unless this conflicts with the character of the surrounding townscape, landscape or topography where it is of good quality.

Proposals will also need to take the following into account where relevant:

8. Incorporate where appropriate convenient, safe and visually attractive areas for the parking of vehicles and cycles, and the storage of bins/recycling facilities without dominating the development or its surroundings;

9. Incorporate measures to reduce any actual or perceived opportunities for crime or antisocial behaviour on the site and in the surrounding area; and create visually attractive frontages where adjoining streets and public spaces, including appropriate windows and doors to assist in the informal surveillance of public areas by occupants of the site;

10. Contribute to the removal of physical barriers; and,

11. Make a clear distinction between the public and private spaces within the site."

5.17 Policy 34 (Cultural and Heritage Assets) states:

"The Council recognises that heritage assets are an irreplaceable resource, and as such the Council will sustain and enhance its historic environment through positive management of development affecting heritage assets. Applications for such development will be required to:

- 1. Make reference to the significance of the asset, including drawing from research and documentation such as the West Sussex Historic Environment Record;*
- 2. Reflect the current best practice guidance produced by English Heritage and Conservation Area Character Statements;*
- 3. 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;*
- 4. 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;*
- 5. Preserve, and ensure clear legibility of, locally distinctive vernacular building forms and their settings, features, fabric and materials;*

6. *Secure the viable and sustainable future of heritage assets through continued preservation by uses that are consistent with the significance of the heritage asset;*
7. *Retain and improves the setting of heritage assets, including views, public rights of way, trees and landscape features, including historic public realm features; and*
8. *Ensure appropriate archaeological research, investigation, recording and reporting of both above and below-ground archaeology, and retention where required, with any assessment provided as appropriate."*

5.18 Policy 37 (Sustainable Design and Construction) states *"Proposals must seek to improve the sustainability of development. To deliver sustainable design, development should incorporate the following measures where appropriate according to the type of development and location:*

1. *Maximise energy efficiency and integrate the use of decentralised, renewable and low carbon energy;*
2. *Limit water use to 110 litres/person/day;*
3. *Use design measures to minimise vulnerability to flooding and heatwave events;*
4. *Be designed to encourage the use of natural lighting and ventilation;*
5. *Be designed to encourage walking, cycling, cycle storage and accessibility to sustainable forms of transport;*
6. *Minimise construction and demolition waste and utilise recycled and low-impact materials;*
7. *Be flexible to allow future modification of use or layout, facilitating future adaptation, refurbishment and retrofitting;*
8. *Incorporate measures which enhance the biodiversity value of development.*

All new development will be required to provide satisfactory arrangements for the storage of refuse and recyclable materials as an integral part of design.

New homes and workplaces should include the provision of high-speed broadband access and enable provision of future technologies where available."

5.19 Policy 41 (Parking) states:

- "1. Development should seek to improve parking in town centres so it is convenient, safe and secure. Parking provision must ensure a balance between good urban design, highway safety, residential amenity and promoting town centre attractiveness and vitality.*
- 2. Adequate parking and facilities must be provided within developments to meet the needs of anticipated users. Consideration should be given to the needs of cycle parking, motorcycle parking, charging plug-in or other low emission vehicles and the mobility impaired."*

Horsham District Local Plan (2023 – 40) Regulation 19

5.20 The Horsham District Planning Framework (HDPF) is now over 5 years old and a new local plan (the Horsham District Local Plan (HDLP)) has been prepared and has progressed through Regulation 19 consultation stage. The main modifications consultation is scheduled

to take place from July – August 2026 with hearings taking place in October 2026 and with a view to adopt the Local Plan in January 2027. The relevant emerging policies are:

- Policy 19 (Development Quality);
- Policy 20 (Development Principles);
- Policy 21 (Heritage Assets and Managing Change within the Historic Environment);
- Policy 45 (Replacement Dwellings and House Extensions in the Countryside).

Henfield Neighbourhood Plan

5.21 Policy 12 (Design Standards for New Development) states *“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:-*

- a. The design respects the amenities of occupiers/users of nearby property and land.*
- b. The design achieves satisfactory access without harming the amenities of neighbouring properties and residents.*
- c. 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.*
- d. The design preserves or enhances the character or appearance of the Henfield Conservation Area and/or preserves any adjacent listed buildings and its setting.”*

6.0 Planning Appraisal

Principle of Development

- 6.1 Policy 28 of the HDPF supports ancillary accommodation outside the defined built-up areas if the development can be accommodated appropriately within the curtilage of the existing dwelling. The policy requires ancillary accommodation to meet with all other appropriate policies, particularly design principles, and demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable for conversion on the site. The size of any new outbuilding should have regard to the dwelling they serve and should be grouped with the house.
- 6.2 The policy favours ancillary accommodation being provided either within the existing dwelling or a building suitable for conversion on site. This proposal is for the conversion of a building within the residential curtilage which is grouped with the house in accordance with policy 28 of the HDPF.
- 6.3 Therefore, the principle of providing ancillary accommodation is established.

Extant Planning Consent

- 6.4 In 2011, planning permission (reference DC/10/1716) and listed building consent (reference DC/10/1668) was granted for the:
- demolition of a two storey sub-standard Victorian addition on the eastern end of the house,
 - the conservation and repair of the house;
 - erection of single storey link;
 - erection of a 1 ½ storey extension providing kitchen, sitting and two bedrooms with offices; and
 - demolition of the dilapidated pigsty range within the curtilage of the house.
- 6.5 A variation to the Listed Building Consent was approved in 2013 (reference DC/13/1024) and this sought changes to the first-floor layout, insertion of new wood burners / flues and treatment to the southern elevation.
- 6.6 The Applicants demolished the 2 storey Victorian element of the house, fully renovated the house through conservation and repair and demolished the dilapidated pigsty range. A substantial amount of the consented works were undertaken in 2012 – 2014 but the single storey link and the 1 ½ storey extension were not implemented.
- 6.7 Therefore, there is an extant consent to build the single storey link and the 1 ½ storey extension but the Applicants do not wish to build the extensions as they consider they would detract from the simple hall house that they have spent time recovering by demolishing the Victorian addition. They do not wish to compromise this. Instead, they wish to convert the existing outbuilding so that this curtilage listed structure is saved for the long term.
- 6.8 However, this extant consent is a fall-back position which could provide them with additional accommodation.
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Building capable of Conversion

- 6.9 A Structural Survey and Report of the outbuilding has been undertaken by a Structural Engineer and he has found that the building needs maintenance and repair.
- 6.10 The report states *"It is unlikely that a remedial project of this kind would be economically viable if the building was to remain as a garden store. An alternative use that could justify the degree of expenditure required would seem to be the only viable option to secure its future. Despite the obvious need for repair, it is my opinion the building is ideally suited for conversion to its intended use."* Therefore, the survey and report demonstrate that the building is capable of conversion without significant re-construction in accordance with policy.

Curtilage Listed Building

- 6.11 The outbuilding is sited within close proximity of the house known as Harwoods and within the residential curtilage. Due to its late 19th century origin and association to the Grade II listed house, the outbuilding could be considered to be curtilage listed.
- 6.12 Maggie Henderson of H.B Archaeology and Conservation was appointed by the Applicants right at the start of this project as they are keen to ensure the project is heritage led. The approach to the proposed alterations to the ancillary building at Harwoods has from the outset focussed upon understanding the building and its setting in order to determine its significance and in so doing ensuring an evidence-based, heritage-led approach to managing changes to it. This application is accompanied by a supporting Heritage Statement and Impact Assessment prepared by Maggie Henderson of H.B Archaeology & Conservation.
- 6.13 Additional weight should be given to preserving a curtilage listed barn and national policy HE4 (securing the conservation of heritage assets) states heritage assets, as an irreplaceable resource, should be conserved in a manner appropriate to their significance.
- 6.14 Proposals should secure a use consistent with the buildings conservation, taking into account the importance of maintaining the assets, the positive contribution they can make to sustainable communities and the positive contribution they can make to local character and distinctiveness.
- 6.15 At national level, there is policy support to put heritage assets to viable uses consistent with their conservation. From reviewing Sean Rix's Conservation comments, there is support from him, for the conversion of the barn with extension to ancillary residential use as the works will preserve the historic barn for future generations.
- 6.16 At a local level, policy 34 (Heritage Assets) seeks to secure the viable and sustainable future of heritage assets through continued preservation by uses that are consistent with the significance of the heritage asset.
- 6.17 Sean Rix, the Conservation Officer stated within the pre-application response that *"The size and form of this type of building has resulted in very many being repurposed, altered or demolished such that they are not a common surviving building type especially with the integrated pig pen. For this reason, I fully support a proposal for a more intensive use that will*

ensure the building is preserved and that its historic relationship with Harwoods is reinforced.” This should carry significant weight in the planning balance as without a modest extension to this barn, it potentially makes this proposal unviable, and the barn would remain in its current condition.

- 6.18 The pre-application response supports the re-purposing of the barn and states *“The proposal will allow for the repurposing of the barn which preserves a historic building related to Harwoods to survive and further solidify the historic integrity of the site.”*

Historic Character

- 6.19 Harwoods conforms to the character area in terms of its rural location, small size dispersed-plan character and building type, the latter focussing on well-planned facilities for livestock. The tithe map shows a dispersed-plan layout comprising the house within its own enclosure close to the route-way and an L-plan agricultural range in the field to the south. Later development consolidated the dispersed layout, adding a further structure to the south of the L-plan range, again within its own enclosure and by 1897, if not from the outset, containing a pond or reservoir.
- 6.20 The outbuilding was constructed between 1874 and 1897 and is first visible on the 1897 Ordnance Survey Map. It was efficiently planned providing facilities specific to the small farmstead / small-holding, accommodating different livestock.
- 6.21 The construction of the building in brick is therefore consistent with the later development of the character area, whilst the original expanse of clay-tiled roof, extending in an uninterrupted sweep over the catslide of the outshot references the earlier building traditions.

Form and Function

- 6.22 The outbuilding is commensurate in fabric and form with animal accommodation. The main range with its stalls in the larger northern room, loose-box in the southern room and range of three small stalls and associated pens within the lean-to outshot and yard are indicative of a multi-functionality, a means of accommodating a wider range of animals in a well-planned and efficient manner within this purpose-built group.
- 6.23 Each part of the building benefited from its own entrance and for the main range, natural light and ventilation by virtue of the five windows. The hard floor surfaces with integral drainage were conducive to keeping a clean environment, and the built-in slurry pit provided an efficient means of removal and collection of any waste.
- 6.24 The 20th century alterations to the building comprise the following:
- Replacement of the clay tiled roof cover with concrete tiles;
 - Applied concrete slab or screed over the floor of the south room;
 - Possible brick surface added or replaced at north end of the north room truncating the drain (unless its outlet is at the south end of the building below the concrete screed);

- Two new gable windows, much larger than their predecessors;
- The addition of a lean-to extension to the south elevation, east side;
- Addition of a concrete slab to the west of the south extension; and
- New glasshouse evidenced by a concrete slab, east elevation, north.

Significance

6.25 The outbuilding's significance is derived from it surviving near intact original form, built at the very end of the High Farming Era, the most important period of farm building development. There is sufficient surviving fabric and form to illustrate the original livestock related function and the compact group with its integrated ranges, yards and slurry pit are an example of the model farm in miniature. The well-designed group, each building with its own specific function, designed in conjunction with an integral yard and slurry pit, was intended as a compact streamlined agricultural factory.

6.26 There are several positive characteristics to the proposed scheme which include:

- Repairs to the existing fabric of the historic building sit at the heart of this proposed scheme;
- A heritage-led approach from the outset starting with the historic building assessment to identify origin, development, character and significance to inform the scheme;
- Retention of the existing group layout, including the slurry pit;
- A compact extension that compliments the form of the building, adding to its interest rather than detracting from or competing with it;
- Retention of the existing palette of materials: clay tile and brick;
- Retention of the intact catslide roof – no rooflights or dormers proposed;
- Reinstatement of the traditional clay-tiled roof finish, removing the concrete tiles and substantially enhancing the appearance of the building and that of its grade II listed neighbour; and
- No formal landscaping to ensure that the existing character and significance of this small building, its relationship to the primary dwelling and that of its setting, is retained.

6.27 The results of the Heritage Statement and Impact Assessment have been used to inform the proposed scheme to ensure that any impacts are kept to a minimum. The scheme is evidence based and has taken a heritage-led approach to ensure that any potential harm has been revised, minimised or omitted and that the character and significance of this historic building remains visually accessible as the property continues to evolve to meet the owners' needs in accordance with policy 34 of the Horsham District Planning Framework and policy HE4 of the NPPF. It is considered that substantial weight should be given to the preservation of this curtilage listed barn as it would enhance the locally distinctive vernacular building form of the barn and secure the viable and sustainable future of a heritage asset through continued preservation by a use that is consistent with the significance of the heritage asset. The barn has always been used as an ancillary structure to the main house at Harwoods and this proposal would continue this relationship.

- 6.28 The renovation works proposed would assist in retaining and enhancing the barn which is important to the history of Harwoods and the proposed works would enhance the setting of Harwoods house (the Grade II heritage asset) in accordance with policy 34 of the HDPF.

Ancillary Residential Accommodation

- 6.29 Policy 28 of the HDPF supports ancillary accommodation outside the defined built-up areas if the development can be accommodated appropriately within the curtilage of the existing dwelling. The policy requires ancillary accommodation to meet with all other appropriate policies, particularly design principles, and demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable for conversion on the site. The size of any new outbuilding should have regard to the dwelling they serve and should be grouped with the house.
- 6.30 The policy favours ancillary accommodation being provided either within the existing dwelling or a building suitable for conversion on site. This proposal is for the conversion of an existing barn which is sited within the residential curtilage and is grouped with the house in accordance with policy 28 of the HDPF.

Grouped with House

- 6.31 The existing curtilage listed barn is grouped and closely linked to the main house both physically and historically. The distance between the house and the barn is only 17.6m.
- 6.32 The barn is located within the garden and has been used as the ancillary garden shed for well over 20 – 30 years. The barn is curtilage listed due to its close relationship with the main house, Harwoods which is Grade II listed.
- 6.33 The preservation and reuse of the ancillary barn is a particular focus of the proposed scheme, recognising the interest inherent in the compact group and the part that it has played in the later evolution of the property.
- 6.34 The fabric of the extension has been detailed to match that of the existing barn in order that they sit seamlessly together, creating a group with the main house. The house would still be read as the main dwelling on site due to its higher ridge, larger footprint and floor area and its presence and location at the front of the site.

Subservience / Size

- 6.35 The Council within their pre-application response have agreed that the barn is suitable for conversion. The policy refers to the size of any new outbuilding but does not refer to the size of extensions to existing outbuildings that are capable of conversion.
- 6.36 It should be recognised that the barn has an existing lean-to extension on the southern end which would be removed and there was a lean-to extension on the eastern side of the barn, for which the footprint still exists. This should be a material consideration in the determination of the application.

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- 6.37 The reduction in the size of the extension since the pre-application submission has meant that the cumulative effect of the proposed works is reduced. The barn would still be read as an ancillary structure to the main house.
- 6.38 The main alterations and extension to the barn are sited on the eastern and southern elevations of the barn which face away from the listed house.
- 6.39 The reduction in the size of the extension assists in retaining the barns subservient relationship to the main house. The extension has also been designed to be subservient to the barn with the walls and roof height set back and down from the existing barn walls and ridge height. The roof height of the barn is approximately 1.5m lower than the house ridge height which assists in demonstrating its physical subservience to the main house.
- 6.40 The form and the contrasting materials of the barn ensures that it retains its sense of subservience in relation to the timber framed dwelling, the two buildings forming a small group that together provides sufficient information relating to the origin, evolution and function for both buildings.
- 6.41 The house will be read as the main dwelling on site due to its higher ridge, larger footprint and floor area and its presence and location at the front of the site. The barn sits behind the house in a subservient manner and access to the barn is via the existing driveway which aligns to the front of the house. Although the Applicants will simply walk out the back door and across the lawn to the barn showing its ancillary nature.
- 6.42 It is therefore considered that the proposal to extend and convert the curtilage listed barn would be in accordance with policy 28 of the District Plan.

Design and Appearance

- 6.43 Policies 25, 32 and 33 of the HDPF promote development that is of a high quality design, which is sympathetic to the character and distinctiveness of the site and surroundings. The landscape character of the area should be protected, conserved and enhanced, with proposals contributing to a sense of place through appropriate scale, massing and appearance.
- 6.44 Policy 12 (Design Standards for New Development) of the Henfield Neighbourhood Plan states that proposals will be supported where their design and detailing meet the relevant requirements in the Henfield Parish Design Statement and policy 12 criteria.
- 6.45 The proposal involves the conversion of the existing barn to ancillary residential accommodation which would preserve the barn as it is but with some alterations to the eastern elevation and with a new subservient extension on the southern end. It is considered that the scheme is of a high quality and reflects the architectural and historic character and the scale of the surrounding buildings and street-scene/ landscape in accordance with policy 12 of the Henfield Neighbourhood Plan and the Henfield Parish Design Statement.

- 6.46 It is considered that the proposed scheme is of a scale, mass and appearance that would reflect the character of the wider street scene (West End Lane) and is considered to respect the build pattern and spacing of the surroundings. The proposed development is therefore considered to accord with Policies 25, 32, and 33 of the Horsham District Planning Framework (HDPF) (2015).
- 6.47 The proposal is in accordance with Paragraph 135 of the NPPF as the works would add to the overall quality of the area, the barn would be preserved and enhanced and would be visually attractive due to good architecture and layout. The design is sympathetic to local character and history, including the surrounding built environment and landscape setting. The works and materials proposed would create an attractive, welcoming and distinctive place to live, work and visit.

Amenity Impacts

- 6.48 There are no close neighbours to the site. The nearest house is located to the northwest of the site and is known as 'Topfield'. This neighbouring property is approximately 48m away from the outbuilding. There is very limited intervisibility between the two sites due to extensive and mature dense vegetation and trees to the northwestern boundary of the site. Harwoods house is also situated between the outbuilding and the boundary with the neighbouring dwelling.
- 6.49 It is therefore considered that the proposal would not give rise to any impact on neighbouring occupiers amenities in accordance with Policy 33 of the HDPF and Policy 12 of the Henfield Neighbourhood Plan.

Street Scene

- 6.50 The outbuilding is sited approximately 29m from West End Lane which is also a registered footpath (number 2527). The building is quite a distance from the lane and is well screened by the existing trees and laid hedgerow along this boundary.
- 6.51 Therefore, it is considered that there would be minimal impact on the street scene in accordance with Policy 33 of the HDPF.

Highway / Access Impacts

- 6.52 The proposal will not alter the number of vehicular movements to and from the site and parking is provided within the site for up to four cars. Policies 40 and 41 of the HDPF states that development should provide safe and adequate access and parking, and facilities to meet the needs of anticipated users. No loss to the parking requirements of the site will result. It is not considered that the proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network. As such, the proposal is considered to accord with policies 40 and 41 of the HDPF.

Water Neutrality

- 6.53 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 Harwoods 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.

- 6.54 The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Sustainability

- 6.55 A rainwater harvesting tank will be provided to collect rainwater that will be re-used within the garden.
- 6.56 The ancillary accommodation will be of a sustainable design which maximises energy efficiency and renewable energy and has been designed to encourage the use of natural lighting and ventilation in accordance with Policy 37 of the HDPF.

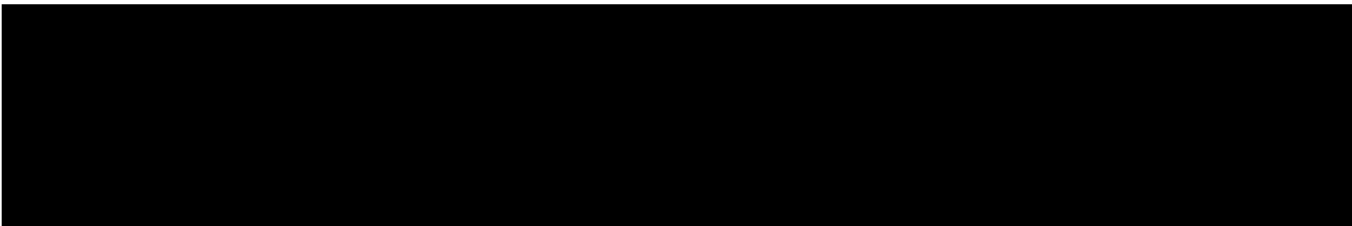
Ecology

- 6.57 A Preliminary Ecological Appraisal (PEA) and a Preliminary Bat Roost Assessment (PRA) were undertaken at the site on 30th July 2024 by C.T Ecology Ltd. The main findings of the PEA demonstrate that there are no statutory or non-statutory designations on the site.

- 6.59 No evidence of bats was found within the barn. Based on the results of the PEA, the barn had moderate potential for roosting bats during the active period due to the presence of a number of features associated with the roof tiles and eaves which provide some potential for use of the barn both externally and internally by small numbers of crevice dwelling and void loving bats. High light levels do serve to reduce roosting potential to some degree. Targeted emergence and activity surveys were recommended by our ecologist and were carried out.
- 6.60 The barn was assessed as providing low potential for hibernation. The barn was considered a non-classic hibernation site with potential roosting features limited to gaps under roof tiles. Targeted hibernation surveys were not considered appropriate, instead adopting a precautionary approach to elements of the works to avoid the hibernation period were considered sufficient to safeguard bats.
- 6.61 Although the site has limited potential to support great crested newt, due to the site falling within an amber impact risk zone, precautionary measures would be implemented to fully safeguard this species. Based on the limited terrestrial habitat supported and the discrete nature of the works, it is not considered necessary to register the application on the District Level Licensing (DLL) Scheme which may otherwise be triggered by development. Instead, our ecologist has recommended adopting a series of precautionary working measures to fully safeguard great crested newts and this approach is considered sufficient and proportionate in this situation to ensure the favourable conservation status of great crested newts is not impacted as a result of the works.

- 6.62 No further surveys are recommended for other protected species. A precautionary approach is recommended.
- 6.63 Two bat emergence and activity surveys were recommended to confirm the presence / likely absence of bats and to enable an assessment regarding likely impacts of the proposal upon bats and associated roost sites.
- 6.64 Bat emergence and activity surveys were undertaken in July and August 2024 and a 'Bat Emergence and Activity Survey Report' is provided (July / August 2024) and this has shown that no bats emerged from the barn and therefore the likely absence of any bat roosts is confirmed. Owing to the likely absence of roosting bats, the proposed works are not anticipated to impact upon any bat roosts and a protected species mitigation licence (PSML) is not currently necessary to proceed with the works.
- 6.65 Owing to the previously identified potential roosting features, there remains some limited potential for a transient bat to roost at the building and in turn precautionary measures are required to safeguard roosting bats.
- 6.66 Given that the Preliminary Ecological Appraisal, Preliminary Bat Roost Assessment and the Bat Emergence and Activity Surveys were undertaken in July and August 2024, C.T Ecology recommended a re-inspection of the barn and an update walkover, which was undertaken on 6th May 2026.
- 6.67 C.T Ecology have concluded that the barn remains in a similar condition as that recorded during the 2024 assessment which assessed the building as providing moderate potential for roosting bats. No additional potential roosting features were observed during the update assessment. No bats or secondary evidence of bats were recorded within or adjacent to the survey structure.
- 6.68 It is considered that the results of the bat emergence and activity surveys can be relied upon for the current application, given that the data has been obtained within the last two survey seasons and based on the updated building inspection which confirms that there have been no changes to the building since the time of the 2024 surveys with no new evidence being recorded during the current walkover.
- 6.69 No further survey work is currently deemed necessary in relation to the current proposals in relation to bats and the works may proceed without the need for a protected species mitigation licence on the basis that a precautionary approach is implemented to ensure that there are no detrimental impacts to bats. This is detailed fully in the associated bat survey report (CT Ecology 2024B). This approach is considered to remain valid and includes the following precautionary measures:
- All roof tiles together with the underlying battening and timber supporting frame must be removed by hand by appropriate contractors. The reverse of all materials must be checked for any bats and roof tiles removed individually, avoiding scraping the tiles over/together.

- The removal of roof tiles/works on the timber supporting frame must avoid the peak winter hibernation period and in turn, works to remove/replace the roof tiles/battening must only commence between April and November inclusive.
- If a bat is unexpectedly discovered during the removal of materials or demolition activities:
 - All works must immediately stop and any machinery at the site switched off;
 - A licensed bat ecologist be contacted as soon as possible;
 - The bat/s must be left in-situ, if they have been uncovered, carefully replace the original covering ensuring the bat/s are not crushed. If this is not possible, the bat/s should be covered with a soft cloth or loose covering.



Biodiversity Net Gain

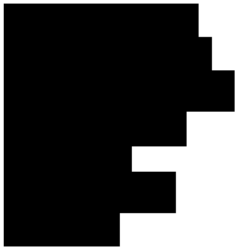
- 6.71 In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are currently exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

7.0 Conclusion

- 7.1 Policy 28 of the HDPF supports ancillary accommodation outside the defined built-up areas if the development can be accommodated appropriately within the curtilage of the existing dwelling. The policy requires ancillary accommodation to meet with all other appropriate policies, particularly design principles, and demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site. The size of any new outbuilding should have regard to the dwelling they serve and should be grouped with the house.
- 7.2 The policy favours ancillary accommodation being provided either within the existing dwelling or a building suitable for conversion on site. This proposal is for the conversion of a building within the residential curtilage which is grouped with the house in accordance with policy 28 of the HDPF. The principle of providing ancillary accommodation is therefore established.
- 7.3 Rather than build the 1 ½ storey extension and link which could be implemented as it is an extant consent, the Applicants would rather guarantee the future of the barn by converting and extending the barn to provide ancillary residential accommodation as it preserves the main house as it is and restores a heritage asset that would otherwise deteriorate further. Not only does the proposal restore the barn but it preserves the historical association between the ancillary barn and the main house.
- 7.4 The barn is grouped with the house on site and within the residential curtilage. Due to its late 19th century origin and close association to the Grade II listed house, the barn could be considered curtilage listed.
- 7.5 The barn was constructed between 1874 and 1897 and is first visible on the 1897 Ordnance Survey Map. It was efficiently planned providing facilities specific to the small farmstead / small-holding, accommodating different livestock.
- 7.6 The results of the Heritage Statement and Impact Assessment have been used to inform the proposed scheme to ensure that any impacts are kept to a minimum. The scheme is evidence based and has taken a heritage-led approach to ensure that any potential harm has been revised, minimised or omitted and that the character and significance of this historic building remains visually accessible as the property continues to evolve to meet the owners' needs in accordance with policy 34 of the Horsham District Planning Framework and policies HE4, HE5 and HE6 of the NPPF.
- 7.7 It is considered that substantial weight should be given to the preservation of this curtilage listed barn as the scheme would enhance the locally distinctive vernacular building form of the barn and secure the viable and sustainable future of a heritage asset. This would be achieved through continued preservation by a use that is consistent with the significance of the heritage asset. The barn has always been used as an ancillary structure to the main house at Harwoods and this proposal would continue this relationship.

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- 7.8 The renovation works proposed would assist in retaining and enhancing the barn which is important to the history of Harwoods and the proposed works would enhance the setting of Harwoods house (the Grade II heritage asset) in accordance with policy 34 of the HDPF.
- 7.9 The proposal would not give rise to any impact on neighbouring occupiers amenities due to the separation distances involved, in accordance with Policy 33 of the HDPF and Policy 12 of the Henfield Neighbourhood Plan.
- 7.10 The barn is sited approximately 29m from West End Lane which is also a registered footpath (number 2527). The barn is therefore quite a distance from the lane and is well screened by the trees and hedgerow along this boundary in accordance with Policy 33 of the HDPF.
- 7.11 The proposal will not alter the number of vehicular movements to and from the site and parking is provided within the site for up to four cars in accordance with policies 40 and 41 of the HDPF.
- 7.12 No further ecology survey work is currently deemed necessary in relation to the current proposals in relation to bats and the works may proceed without the need for a protected species mitigation licence on the basis that a precautionary approach is implemented to ensure that there are no detrimental impacts to bats in accordance with policy 31 of the HDPF.
- 7.13 Therefore, this application and listed building consent is submitted to you for your favourable consideration.

Appendix A



Dear Sir/Madam,

Location: Harwoods West End Lane Henfield West Sussex

Details: Conversion and extension of curtilage listed barn to create ancillary residential accommodation associated with Harwoods.

Thank you for your enquiry and my apologies that there has been some delay in regard to a response for this pre-application. I have now been able to review the site and submitted details, and can provide the following report:

Site and Associated Planning History

The application site is a curtilage listed outbuilding to the south east of Harwoods. Harwoods itself is a Grade II Listed Building (indexed 1980) described by Historic England as "C17 or earlier timber-framed building, largely refaced with brick, now painted, but some timbering exposed at the back. Tiled roof. Casement windows. The easternmost window-bay has been added in painted brick in the C19". The plot itself is large with the neighbouring Topwood situated amply to the west of Harwoods.

Harwood's itself has a small amount of planning history detailed above. The included planning statement details that currently the previous applications permissions remain extant as not all works were implemented. It further comments that whilst the works under those applications could be implemented to achieve further accommodation, a new scheme was sought to protect Harwoods itself.

Relevant Policies

Horsham District Planning Framework (HDPF) 2015:

Policy 25 - Strategic Policy: The Natural Environment and Landscape Character

Policy 28 - Replacement Dwellings and House Extensions in the Countryside

Policy 30 - Protected Landscapes

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 Planning: Climate Change

Policy 40 - Sustainable Transport

Policy 41 – Parking
Policy 42 – Inclusive Communities
Policy 43 - Community Facilities, Leisure and Recreation

Henfield Neighbourhood Plan (HNP) 2017 - 2031:
Policy 12 - Design Standards for New Development

Consultations

Conservation Officer:

"The brick barn with integrated pig pen is not a particularly old or exciting building but does represent a type of rural building that reflects the needs of a smallholding in the nineteenth century. The size and form of this type of building has resulted in very many being repurposed, altered or demolished such that they are not a common surviving building type especially with the integrated pig pen. For this reason I fully support a proposal for a more intensive use that will ensure the building is preserved and that its historic relationship with Harwoods is reinforced.

The proposal to convert the building to ancillary residential use is agreeable in principle on the condition the detailing and fenestration can be managed to maintain a character of a converted rural building. The drawings submitted as part of this pre-app. enquiry show a more domestic character to the conversion. I suggested some changes during our site meeting to ensure a less formal and regular appearance to the fenestration. In terms of details I am supportive of the proposal to reuse the historic floor tiles for an external recreation area. Any application should include detail drawings to show how insulation will be installed without impacting the traditional roof and wall junctions".

Conservation were also asked to comment in regard to a cumulative impact if the extant permission was fully implemented as well as the proposed annexe:

"I'm satisfied that if the cottage extension was built, the conversion of the outbuilding wouldn't result in cumulative overdevelopment. This would not result in harm to the special interest of the listed building and its setting"

ASSESSMENT

Principle of Development

Policy 26 of the HDPF requires development in the countryside be of a scale that is appropriate to its countryside character and location and not lead, either individually or cumulatively, to a significant increase in the overall level of activity in the countryside. It also needs to be essential to its countryside location and to meet one of the following criteria:

- Support the needs of agriculture or forestry;
- Enable the extraction of minerals or the disposal of waste;
- Provide for quiet informal recreational use; or
- Enable the sustainable development of rural areas.

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that ancillary accommodation and garaging must demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site, with new outbuildings sited to have regard to the dwelling they serve and be grouped with the house. The policy also states that the use of ancillary accommodation as a separate dwelling will not be supported

The development site, a curtilage listed barn, is located south east of the Harwoods, spaced around 20m from the principle dwelling. As noted within the planning statement, additional

accommodation could still be optioned via the extant permissions at the site. Policy 28 states that “ancillary accommodation and garaging must demonstrate that the need for additional space cannot be met from an existing dwelling...”. The extant permission would seemingly allow for additional space to be implemented at the dwellinghouse without the need to further develop the existing site. However, the planning statement commented that it wished to retain the current stature of Harwood as not to dilute the historical significance of the dwelling and wished to use the barn instead to allow for additional accommodation.

In principle, no objection is raised with the premise of converted the building into ancillary accommodation. However, the building is not closely linked or clustered with the main dwelling, therefore there may be risk that the building could be established as an independent residential unit in future. Whilst this could be controlled by way of condition, prophylactic measures should be taken to avoid any potential risk- this would include maintaining the scale of the building as is (i.e. not extending it) to ensure that a level of dependence is maintained to the main dwelling, as extending the building would bestow greater independence to the ancillary building.

Design and Appearance

Policies 32 and 33 of the HDPF seek 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 12 of the HNP advocates for new development be of sound design and reflective of the character of the area. It aims to protect against inappropriate development by ensuring the design, scale, layout and massing of development is appropriate to the immediate area. The policy also states that the proposals should preserve or enhance the character or appearance of the Henfield Conservation Area and preserves its setting and any adjacent listed buildings.

The existing curtilage listed barn is to be extended to the south which is of a slight inset and set down design in comparison to the existing structure. This extension would be 4.5m in height, 4.4m in width and 6.5m in depth. The extension itself is primarily masonry to adjoin to the existing barns material choice. Alterations are made to the existing north elevation by way of new fenestration. To the south, additional door and window is provided with owl box affixed to the gable end. The gable end itself is also finished in hanging tile above the ground floor window. The existing western elevation is neatened with new timber boarding, new window and concealed jib door. The extension adds an additional window to this elevation. On the opposing side, three French doors are positioned on the existing barn with another additional window to the extension. A log burner flue is also incorporated on to the roof profile. It would be thought that the works neatened the existing dilapidated state of the barn with the new extension on the whole considered to neatly adjoin the barn.

As above, it is advised that if a conversion of the building is pursued, it should not be extended in order to maintain a level of dependence on the main dwelling. Furthermore, the overall footprint of the proposed layout would compete with that of the main dwelling- as such, maintaining its current form would be more inline with the principle of Policy 28 (in terms of the building remaining commensurate to the dwelling it serves).

In addition, it is thought that the three French doors clutter the side profile of the barn. It would be suggested that this revised to two to lessen the visual impact in their current guise. Further options were considered on site including an option for a smaller door and implementing an asymmetrical design to provide visual interest to the side profile and lessen its domestic appearance. Though it cannot be guaranteed that by implementing these changes that planning permission would be granted, these amendments would likely make the design of the proposal more acceptable and therefore more likely to attain planning permission. The Council would also comment in trying to

retain a functional and observable relationship between the annexe and the principal building. This is to ensure that the proposed does not have the ability to splinter easily from the principle dwelling and function as an independent dwellinghouse which would be resisted.

Heritage Impacts

Section 16, Paragraph 208 of the NPPF (2024) states that “the local planning authority should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise”. Paragraph 213 adds that “[a]ny harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification.

Policy 34 of the HDPF seeks to conserve, sustain and protect the cultural and heritage assets that are within the district. It ensures that development within conservation areas is consistent with the special character of buildings and areas of which they are located within. Areas and buildings that fall under conservation, Listed Building designations or are approximate to them will be protected from inappropriate development which will harm the character and setting of the area / building.

In line with the Conservation Officer, it would be considered that “a more intensive use that will ensure the building is preserved and that its historic relationship with Harwoods is reinforced”. The proposal will allow for the repurposing of the barn which preserves a historic building related to Harwoods to survive and further solidify the historic integrity of the site. As discussed earlier, the theoretical implementation of the additional works under previous permissions, coupled with this proposal is not thought to lead to a cumulative impact of overdevelopment nor affect the special status of the principle Listed Building. It would be considered at this stage, the proposal would meet the policies above.

Neighbouring Amenity

In respect of neighbouring amenity, it is acknowledged that the proposal would not appear to have any detrimental impact. This is as annexe would be located a sufficient distance from neighbouring dwellings. This alleviates any overbearing, overlooking, overshadowing concerns and thus negates potential privacy issues. In respect of ancillary accommodation intensifying the usage of the area, it is considered that the annexe would be ancillary to the main dwelling and not create a level of occupation which would harm the neighbouring amenity.

Highways Impacts

Policies 40 and 41 of the HDPF promote development that provides safe and adequate access, suitable for all users.

The Local Highway Authority (LHA) operate their own pre-application advice service further details of which can be found through the following link:

<https://www.westsussex.gov.uk/roads-and-travel/information-for-developers/pre-applicationadvice-for-roads-and-transport/>

This may be useful to understand the impact the proposal may have on an intensified use of the existing access, as well sustainable transport assessments, and any additional parking requirements, as HDC is not able to fully assess the impact that the development may have on highway and its use.

Other Considerations

As the proposal includes ancillary elements to that of the main dwelling, a water neutrality statement would be required. Further information on this can be found on the Council's FAQs website:

<https://www.horsham.gov.uk/planning/water-neutrality-in-horsham-district/water-neutrality-and-planning-applications>

In terms of Biodiversity Net Gain: similar to CIL, all development is liable to demonstrated BNG. However, there are exemptions that apply. Further information on this matter can be found on the Council's website:

<https://www.horsham.gov.uk/planning/planning-applications/biodiversity-net-gain>

Porch (discussed at site meeting)

Regarding the small addition to the porch, it is not thought this would require planning permission as it would seem to fall under permitted development from the initial sketching provided. Though no dimensions are provided, the sketching appears to show no apparent contravention of Class D (porches) of the General Permitted Development Order 2015.

Conclusion

In principle, there is no objection to the premise of converting the existing curtilage listed building into ancillary accommodation. However, the Council has commented in regard to the design on the proposal to try and ensure a well implemented design which relates to its modest form and has a functional relationship with the main dwelling. It is not envisaged that the proposed would result in adverse amenity harm nor harm to the listed building.

Should an application be submitted further details on how to apply can be found through the following link:-

<https://www.horsham.gov.uk/planning/planning-applications/apply-for-planning-permission>

The above comments are given as the opinion of the Case Officer and do not prejudice any outcome of a subsequent application. Should you submit a formal planning application, please quote reference number PE/25/0169 in your submission.

Yours faithfully

A black rectangular box redacting the signature of the Case Officer.

COMMUNITY INFRASTRUCTURE LEVY (CIL)

Horsham District Council implemented a Community Infrastructure Levy (CIL) Charging Schedule on 1st October 2017.

The Community Infrastructure Levy is a charge placed on new development. The funds raised will help to pay for a wide range of infrastructure to support development across Horsham District.

Most new development which creates net additional floorspace of 100m² or more, or creates a new dwelling, (including permitted development), is potentially liable for the levy.

How does it affect you?

Applications for CIL liable development which are determined on or after 1st October 2017 are required to pay the Community Infrastructure Levy (unless the development qualifies for relief or exemption).

Further information and the rates charged by Horsham District Council are set out in the CIL Charging Schedule which can be viewed online at www.horsham.gov.uk/planning/apply/cil

General Consent e.g. Permitted Development

Developments which are permitted by way of a general consent (such as permitted development) may still be liable to pay the Community Infrastructure Levy if they meet the above criteria.

In these circumstances, you must submit a Notice of Chargeable Development (CIL form 5), notify us of the person who will assume liability to pay the CIL and make any applications for relief or exemption, before the development is commenced.

Appendix B

[REDACTED]

Hi Kathryn,

I am well, I trust you are too? Thanks for your email and I'm sorry that I didn't get back to you at the start of the year! The report was modified slightly when it came to sign off. I believe we are happy with the scheme itself but the authorising officer just wanted to retain the simple structure. The premise I believe is acceptable but a reduction to the length would need to occur so it doesn't look so long and thus the cumulative effect wouldn't read as its own planning unit. I think this would work and together with the changes to fenestration would create a proposal that should be successful.

Let me know what you're thinking and we'll go from there

Again my apologies for the delay in response

Best

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

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[REDACTED]

I hope you are well and enjoying this lovely sunshine we are having.

I would very much appreciate it if you would respond to my email sent to you on 15th January please. See below.

I look forward to hearing from you as we need to find a way forward for this building.

All the best



Sadler Planning Limited, 108 College Lane, Hurstpierpoint, West Sussex BN6 9AJ
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Re: PE/25/0169 Harwoods, West End Lane, Henfield

Thank you for your pre application response (which I attach above) to our enquiry to convert the ancillary barn with extension to ancillary accommodation at Harwoods, West End Lane, Henfield.

I note that you have no objection to the conversion of the curtilage listed barn into ancillary accommodation. However, I cannot agree with your view that the barn is not closely linked or clustered with the main house. The Applicant has measured the distance between the house and the barn and it is sited only 15m from the house. The barn is located within the garden and has been used as the ancillary garden shed for well over 10 years. The barn is curtilage listed due to its close relationship with the main house, Harwoods.

Please also note that the proposed extension with the barn has been designed to maintain its subservient relationship to the main house and the extension has been designed to be subservient to the barn. The roof height of the barn is approximately 1.5m lower than the house and the ridge height of the extension is lower than the ridge of the barn.

From a planning perspective, you appear to be happy to support the conversion of the existing barn to ancillary accommodation, so the main issue appears to be the extension due to the potential risk of the barn being used as a separate dwelling in the future. However, the use of the building as an independent dwelling would require planning permission in its own right and should not be considered just because it might happen in the future.

Regarding Policy 28, it is stipulated that ancillary accommodation is provided either from an existing dwelling or buildings suitable for conversion on the site. You have agreed that the barn is suitable for conversion. The policy refers to the size of any new outbuilding but does not refer to the size of extensions to existing outbuildings that are capable of conversion. Therefore, the current proposal does not seem to be contrary to Policy 28, especially as the extension proposed is not excessive, allowing for only a bathroom and a bedroom of modest size.

We would also request that in reviewing the extension proposal, it is recognised that the barn has an existing lean-to extension on the southern end (which would be removed) and there was a lean-to extension on the eastern side of the barn, for which the footprint still exists. We would hope that this factor would also help to support the modest extension on the southern end.

The Applicant is also conscious of the economics of the project in their intention to make good and sustainably use an existing building of merit. Given the funds required for this project, it becomes unviable unless it can provide the accommodation needed by the Applicants.

Paragraph 210 of the NPPF states that *"In determining applications, local planning authorities should take account of:*

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) the desirability of new development making a positive contribution to local character and distinctiveness."*

At national level, there is policy support to put heritage assets to viable uses consistent with their conservation. From reviewing Sean's Conservation comments, there appears to be support for the conversion of the barn with extension to ancillary residential use.

Policy 34 (Heritage Assets) seeks to secure the viable and sustainable future of heritage assets through continued preservation by uses that are consistent with the significance of the heritage asset.

Sean Rix, your Conservation Officer has stated that *"The size and form of this type of building has resulted in very many being repurposed, altered or demolished such that they are not a common surviving building type especially with the integrated pig pen. For this reason, I fully support a proposal for a more intensive use that will ensure the building is preserved and that its historic relationship with Harwoods is reinforced."*

This should carry significant weight in the planning balance as without a modest extension to this barn, it potentially makes this proposal unviable, and the barn would remain as is.

The Applicant is agreeable to changing the detailing and fenestration to maintain the character of a converted rural building. A less formal and regular appearance to the fenestration can be adopted as agreed on site.

As you point out within the Pre-Application response, *"The proposal will allow for the repurposing of the barn which preserves a historic building related to Harwoods to survive and further solidify the historic integrity of the site."*

The Applicant very much supports and wants to fulfil a heritage-based approach to the listed building and its curtilage and continues to see the repurposing of the barn into viable ancillary accommodation as preferable to an extension to the listed house. In terms of Policy 34 and a heritage-based approach, it seems logical that an extension to the non-listed barn rather than an extension to the listed house would be preferred from a heritage point of view.

We would really like to work with you to find a solution which is financially viable, works for the Applicant as well as preserving an historic building in its setting for future generations while also meeting planning policy.

Therefore, we would very much appreciate your views on whether you felt you could support the extension together with a less formal and regular appearance to the fenestration of the barn.

I look forward to hearing from you.

[REDACTED]

[REDACTED]

[REDACTED]



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[REDACTED]

[REDACTED]

[REDACTED]

I am unable to comment on planning issues or answer questions of planning policy. I will continue to support the reuse of the historic building to ensure its conservation.

[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



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[REDACTED]

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