



Horsham District Council

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mr

First name

Simon

Surname

Brough

Company Name

Address

Address line 1

Willow Cottage North Parade

Address line 2

Address line 3

Town/City

Horsham

County

West Sussex

Country

Postcode

RH12 2QR

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

This Listed Building Consent application should be considered alongside current non-material amendment application PP-14556698

This listed building consent application is similar to approved LBC application DC/25/0472, but includes the proposed changes from the above mentioned non-material amendment application.

Proposed changes:

- White Cedral lap fibre cement lap cladding is proposed along the boundary elevation of the proposed extension, replacing the initially proposed timber cladding, in order to comply with building regulation requirements.
- An additional rainwater downpipe at the rear of the proposed extension to mitigate the risk of damage that could result from blocked gutters.
- A Bathroom extraction fan is to go through roof via tile vent rather than through a wall in order to achieve a more discreet appearance.

Proposed changes bubbled in red in the drawings

Has the development or work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
- ☐ Grade I
- ☐ Grade II*
- ☒ Grade II

Is it an ecclesiastical building?

- ☐ Don't know
- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☒ Yes
- ☐ No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

- ☐ Yes
- ☒ No

b) Demolition of a building within the curtilage of the listed building

- ☒ Yes
- ☐ No

c) Demolition of a part of the listed building

- ☒ Yes
- ☐ No

If the answer to c) is Yes

What is the total volume of the listed building?

495.00	Cubic metres
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What is the volume of the part to be demolished?

1.00	Cubic metres
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What was the date (approximately) of the erection of the part to be removed?

Month

January

Year

1960

(Date must be pre-application submission)

Please provide a brief description of the building or part of the building you are proposing to demolish

Text as per approved LBC application DC/25/0472 Existing garage, dating from approximately 1960, within the curtilage of the site to be demolished. A new doorway is to be made in the external wall on the south elevation of Willow Cottage. Willow Cottage dates from the 17th century. (This represents approximately 0.57m3)

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

Text as per approved LBC application DC/25/0472 Although the existing garage is within the curtilage of Willow Cottage, it is not original, is in poor condition, and does not contribute positively to Willow Cottage. Demolishing the garage will make space for a new outbuilding to be built that will provide wheelchair accessible access to Willow Cottage, a wheelchair accessible bathroom and therapy space for the applicant's daughter who is a wheelchair user. The current main entrance to Willow Cottage is not wheelchair accessible. It is necessary to create a new doorway in the external wall on the south elevation of Willow Cottage because this is the only way to create internal access between the ground floor bedroom and the wheelchair accessible bathroom and therapy space, which shall be located in the proposed new outbuilding.
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Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- ☒ Yes
☐ No

If Yes, please describe and include the planning application reference number(s), if known

Approved Applications DC/25/0471 & DC/25/0472

Current non-material amendment application PP-14556698

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☒ Yes
☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- ☒ Yes
☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- ☒ Yes
☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

DT/WILLOWCOTTAGE/00
DT/WILLOWCOTTAGE/01
DT/WILLOWCOTTAGE/02
DT/WILLOWCOTTAGE/03
DT/WILLOWCOTTAGE/04 REV A
DT/WILLOWCOTTAGE/06 REV A
DT/WILLOWCOTTAGE/07 REV A
DT/WILLOWCOTTAGE/08 REV A
DT/WILLOWCOTTAGE/09 REV A
Design, Access and Heritage Statement REV A

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
- ☐ No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type: External walls Existing materials and finishes: Brick (painted white on front elevation, exposed elsewhere) Timber cladding (painted white on front elevation, exposed elsewhere) Blockwork (existing garage) Proposed materials and finishes: Brick to match existing house Timber cladding to match existing house White Cedral Lap fibre cement cladding on boundary elevation (south)
Type: Roof covering Existing materials and finishes: Clay tile (Main house) Horsham Stone (Main house) Felt (existing garage) Proposed materials and finishes: Clay tile to match existing (Proposed outbuilding) Bauder cold-applied liquid roof system grey colour (Proposed porch flat roof)
Type: Rainwater goods Existing materials and finishes: uPVC Proposed materials and finishes: Powder coated aluminium
Type: Windows Existing materials and finishes: White painted timber sash and casement Proposed materials and finishes: Smart architectural aluminum Alitherm 400 heritage flush casement windows (white finish)

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☒ Yes
- ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

DT/WILLOWCOTTAGE/00
DT/WILLOWCOTTAGE/01
DT/WILLOWCOTTAGE/02
DT/WILLOWCOTTAGE/03
DT/WILLOWCOTTAGE/04 REV A
DT/WILLOWCOTTAGE/06 REV A
DT/WILLOWCOTTAGE/07 REV A
DT/WILLOWCOTTAGE/08 REV A
DT/WILLOWCOTTAGE/09 REV A
Design, Access and Heritage Statement REV A

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- ☐ Yes
☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☐ Yes
☒ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
☒ No

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- ☒ Yes
- ☐ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

Mr

First Name

Robert

Surname

Taylor

Declaration Date

22/12/2025

☒ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Robert Taylor

Date

22/12/2025