

24th November 2025



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Planning
Horsham District Council

Dear Planning,

Re: Application for Listed Building Consent for Internal and External Alterations at Park Farmhouse, Wheatsheaf Road, Woodmancote, Henfield, West Sussex, BN5 9BA.

On behalf of our clients Oliver Clark and Victoria Elliott we write to enclose an application for Listed Building Consent for works at Park Farmhouse. This covering letter summarises the key planning policies for the determination of this application and sets out the key documents that have been submitted.

Enclosed with this application are the following documents:

- Completed Listed Building Consent Application Forms;
- Site Location Plan and Block Plan;
- Existing and Proposed Planning Drawings;
- Full Drawing List;
- Heritage Impact Assessment prepared by Desbruslais Chartered Surveyors;
- Method Statements – plumbing and pipework, brickwork, fitted joinery, plastering and rendering, roof hanging and tile hanging, sandblasting and external paving;
- Notes for the repair of timber framed buildings prepared by Green Oak Carpentry Company Ltd;
- Extended Phase 1 Ecological Assessment and Phase 2 Bat Surveys prepared by Phillips Ecology.

Park Farmhouse

Park Farmhouse is located to the south of Wheatsheaf Road (B2116) and occupies a rural location to the east of Henfield.

It is a Grade II Listed Building, thought to have been constructed in the 17th Century or earlier. It is timber framed with red brick and tile hanging with a tiled roof.

Pre-Application Advice

Pre-application advice was obtained from the Councils Conservation Officer in January 2025 following a detailed site meeting.

A schedule of repairs was submitted and it was advised by email that a number of items would not require Listed Building Consent.

An application for Listed Building Consent is being submitted for the works which were discussed at the pre-application meeting which require formal consent.

In order to support this application a list of submission documents has been agreed with the Conservation Officer and have been duly submitted with this application.

The Proposal

The proposals are discussed in detail with Part 9 of the Heritage Impact Assessment. In summary they include the following:

1. Exterior changes to land and immediate environs;
2. Visual and other alterations relating to the north elevation;
3. Visual and other alterations relating to the east elevation;
4. Visual and other alterations relating to the south elevation;
5. Visual and other alterations relating to the west elevation;
6. Ground Floor Alterations (listed room by room in the Assessment);
7. First Floor Alterations (listed room by room in the Assessment);
8. Basement Alterations.

In support of the proposals, detailed work has been undertaken on the proposed methods for the work, these have been submitted with this application and should be read in conjunction with the Heritage Impact Assessment.

Planning Policy

The key planning legislation for Listed Buildings is contained within the Planning (Listed Buildings and Conservation Areas) Act 1990.

National Planning Policy Framework (NPPF)

Paragraph 207 of the NPPF states that *'in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting.'*

Paragraph 208 of the NPPF states that *'Local planning authorities 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 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.'*

Paragraph 212 of the NPPF states that *'when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.'*

Horsham District Planning Framework (HDPF)

Policy 34 of the HDPF 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.'* Policy 34 sets out a series of criteria that development is required to meet. This includes making reference to the significance of the heritage asset, reflecting best practice guidance, reinforcing special character and preserving and ensuring the legibility of building forms, features, fabric and materials.

Assessment

The Heritage Impact Assessment that has been submitted with this application provides an in-depth assessment of the significance of Park Farmhouse which is in accordance with the requirements of paragraph 207 of the NPPF and Policy 34 (1) of the HDPF.

The Impact Assessment included a detailed site survey inspection and research using historic mapping, archived material and the West Sussex Records Office.

Part 6 of the Impact Assessment provides an appraisal of the heritage values associated with the building, in relation to its evidential value, historical value, communal value and aesthetic value. These values allow an assessment to be made of the building's significance. This approach is consistent with Historic England Advice Note 12 – Statements of Heritage Significance: Analysing Significance in Heritage Assets, and therefore meets Policy 34 (2) of the HDPF in reflecting best practice guidance.

The Statement of Significance at Part 7 concludes that Park Farmhouse *'...presents medium level attributes across the full range of heritage values...'*

'Neither the outward appearance nor the inward fabric of the building should be considered of greater or lesser distinction and changes to each should require sensitive design and careful consideration.'

The significance of the building nationally is considered to be medium and within the context of the Grade II listed status, it is specified that within the local context this is considered as high. As such *'...any changes to the outward appearance will tend to weigh somewhat heavier...'*

Part 9 of the Heritage Impact Assessment provides a critical analysis of the proposals, which has been based upon a detailed understanding of the significance of the heritage asset. The detailed conclusions of the analysis in relation to each element of the proposals are listed within the Assessment.

Paragraph 210 of the NPPF seeks to ensure that proposed development sustains and enhances the significance of heritage assets, this is reflected throughout Policy 34 of the HDPF and particularly part (5) which states that development is required to *'preserve and ensure clear legibility of locally distinctive vernacular building forms and their settings, features, fabric and materials.'*

Part 12 of the Heritage Impact Assessment makes the following conclusions on the proposed works:

- That the proposals result in very minor effect upon some historic fabric and moderate change to outward appearance.
- That the proposed alterations are intended to be of a quality of design and execution which can be appreciated both now, and in the future, and will contribute to the evolution of the building in the forthcoming years.

- The proposals are considered to be consistent with the objectives of the NPPF, and particularly paragraph 210(a) which seeks to sustain and enhance the significance of heritage assets.
- The proposals retain the historic character, significant features and heritage values attributed to the listed building and its setting.
- The proposals satisfy the principles of conservation in terms of minimum intervention, reversibility and impact.

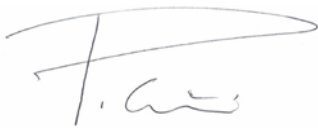
The method statements that have been submitted demonstrate that the works will be carried out in manner which is suitable for Park Farmhouse, based on a thorough understanding of the property.

Conclusion

It has been demonstrated within this application for Listed Building Consent that a thorough review has been undertaken to understand the significance of Park Farmhouse. Based upon this review it has been possible to develop and understand the impact of proposals for the property upon that significance.

It is concluded that the proposed works are compliant with the detailed objectives of paragraph 210 of the National Planning Policy Framework (NPPF) and Policy 34 of the Horsham District Planning Framework (HDPF).

Yours Sincerely,



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