Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/1152
Tanbridge Retail Park, Aldi, Albion Way, Horsham, West Sussex, RH12 1AJ

DESCRIPTION:
Siting an InPost Parcel Locker (Retrospective).

RELEVANT PLANNING HISTORY:
None relevant

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 1 - Strategic Policy: Sustainable Development
Policy 2 - Strategic Policy: Strategic Development
Policy 3 - Strategic Policy: Development Hierarchy
Policy 4 - Strategic Policy: Settlement Expansion
Policy 7 - Strategic Policy: Economic Growth
Policy 12 - Strategic Policy: Vitality and Viability of Existing Retail Centres
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 43 - Community Facilities, Leisure and Recreation

Horsham Blueprint Business Neighbourhood Plan (HBBNP) 2019 - 2036:
Policy HB3 - Character of Development
Policy HB4 - Design of Development
Policy HB7 - A Welcoming Public Realm (Advertisements)

Supplementary Planning Guidance:
Planning Obligations and Affordable Housing SPD (2017)
Community Infrastructure Levy (CIL) Charging Schedule (2017)

Planning Advice Notes:
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

REPRESENTATIONS AND CONSULTATIONS RESPONSES
Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk

Consultations:
None received.

PUBLIC CONSULTATIONS:

Representations:
None received

Parish Comments:
Parish Council: No Objection
"Horsham Denne Neighbourhood Council considers it regrettable that this is a retrospective application and the lockers do not enhance the entrance to the building. HDNC has no objection to this application in principle but asks that there is a condition that no extension to the lockers be added without further planning permission".

Member Comments:
None received

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT

This proposal is for the siting an InPost Parcel Locker (Retrospective) at Tanbridge Retail Park, Aldi, Albion Way, Horsham. The proposal is to be sited against the eastern side of Aldi Horsham supermarket next to a trolley shelter and bike racking. The proposal is away from the car park and is accessed on foot.

Principle of Development:

Policy 12 of the HDPF focuses on maintaining and enhancing the vitality and viability of existing retail centres. The policy aims to ensure that retail centres remain attractive and competitive, resisting proposals that could harm their function or lead to a decline in footfall and local economic activity.

Policy 43 of the HDPF seeks to acquire the provision for new or improved community facilities where they meet the identified needs of the community. A community's sustainability is dependent on the services and facilities that they access. As such, this policy seeks to provide, retain and enhance existing facilities and services for the local community to benefit from

Policy HB7 of the HBBNP states proposals that have the potential to provide public realm improvements should consider and address those opportunities as part of their scheme. In particular, proposals should seek to:

- Reinforce the concept of legible "character areas" / "quarters" with distinct identities, as described in the Town Centre Vision;
- Within the Plan area, proposals for an advertisement and/or signage will be supported where it would not be obtrusive in appearance, cause visual clutter or lead to a proliferation of signs, appear dominant or overbearing in the street scene, or cause significant harm to the appearance of any building on which it would be displayed because of its siting, size, design, illumination, construction or materials.

It is considered that the parcel locker box provides the community the ability to collect parcels from a secure locker when they may be out of their homes. It is considered that the premise to site a locker box at an existing retail site does not create a conflict of use and is judged to be well suited to the current site.

Design and Appearance:

Policy 32 and 33 of the HDPF seeks 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 HB3 and HB4 of the HBBNP cover the design and character of development within Horsham which is supported by the neighbourhood councils of Forest, Denne and Trafalgar. It advocates for high quality design and construction that integrates with its surroundings whilst minimising impact on natural environments. It should reflect the character and architectural forms of the area in order to protect against inappropriate design.

The locker box is sited next to existing bike racking and trolley shelter. The locker box is of a rectangular shape, 6m in width, 1.65m in depth (inc. canopy) and a height of 2.4m. The locker boxes themselves are finished in white with some text advertising the operator (InPost) and associated slogans. The side elevations are in a bright yellow with more InPost branding. Though the locker box stands out against its background of the Aldi supermarket where the external finish is mainly grey, it is not considered that the locker box visually clashes or appears unsightly. This is as the locker box is positioned appropriately.

The proposal would be a clearly subservient addition and is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing area, and which would not harm the character or appearance of the wider area. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above policies.

Residential Amenity:

Policy 33 of the HDPF states that permission will be granted for development that does not cause unacceptable harm to the amenity of the occupiers/users of nearby properties and land.

Though the proposal has the ability to operate 24/7, it is considered that the use of the locker box will mostly be confined to daylight hours. In addition, the unit is located in a retail park when unloading and collection are unlikely to cause great disturbance.

It is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Water Neutrality:

The application site falls within the Sussex North Water Supply Zone as defined by Natural England which draws its water supply from groundwater abstraction at Hardham. Natural England has issued a Position Statement for applications within the Sussex North Water Supply Zone which states that it cannot be concluded with the required degree of certainty that new development in this zone would not have an adverse effect on the integrity of the Arun Valley SAC, SPA and Ramsar sites.

Natural England advises that plans and projects affecting sites where an existing adverse effect is known will be required to demonstrate, with sufficient certainty, that they will not contribute further to an existing adverse effect. The received advice note advises that the matter of water neutrality should be addressed in assessments to agree and ensure that water use is offset for all new developments within the Sussex North Water Supply Zone.

Water neutrality is not considered relevant to this application.

Biodiversity Net Gain (BNG):

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

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

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

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

Conclusions:

The proposal is considered to accord with the policies above and recommended for approval.

Recommendation: Application Permitted

Conditions:

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

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

Plans list for: DC/25/1152

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Block plan		L(00)100 REV P1	10.07.2025
Supporting Statement	Details	NONE	10.07.2025
Supporting Statement		NONE	10.07.2025

Floor plan	Existing and proposed	L(01)101 REV P2	12.08.2025
Location plan		L(00)000 REV P2	12.08.2025
Elevation plan		L(02)101 REV P2	12.08.2025

DELEGATED

Case Officer sign/initial JBurrowes Date: 01/10/2025

Authorising Officer sign/initial RHERMITAGE Date: 06.10.2025