Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/0185
Bassells Farm, Bassels Lane, West Grinstead, West Sussex, RH13 8NG

DESCRIPTION:
Conversion of existing garage to ancillary residential accommodation, including dormer window extensions.

RELEVANT PLANNING HISTORY:

DC/21/1639	Erection of an oak frame garage and widening of the drive.	Application Permitted on 05.11.2021.
DC/21/1669	Installation of french doors in place of existing window and installation of new door panel (Listed Building Consent).	Application Permitted on 27.09.2021.

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 26 - Strategic Policy: Countryside Protection
Policy 28 - Replacement Dwellings and House Extensions in the Countryside
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 40 - Sustainable Transport
Policy 41 - Parking

West Grinstead Neighbourhood Plan (2019-2031)

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 17: Green Infrastructure and Biodiversity
Policy 19: Development Quality
Policy 20: Development Principles
Policy 21: Heritage Assets and Managing Change within the Historic Environment
Policy 24: Sustainable Transport
Policy 25: Parking
Policy 45: Replacement Dwellings and House Extensions in the Countryside
Policy 46: Ancillary Accommodation

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:
HDC Conservation: Object. The ancillary building is designed to reflect a traditional cart shed or storage building that might be expected in this context. The proposed conversion includes four dormers that reflect a domestic character that will be slightly incongruous in this context. The west elevation is particularly sensitive to alteration as this is seen with reference to the listed building. It is important that the ancillary building remain perceptible as such rather than as an additional dwelling that might confuse an understanding of the relationship to the listed building. The west facing roof slope should remain unaltered and windows placed in the gable ends for natural light and ventilation.

The fenestration on the ground floor should be designed to avoid division and should continue to the floor without a solid upstand. This will ensure the bays remain perceptible as might be expected for a converted agricultural building.

Natural England: Standing Advice issued.

Parish Comments:
Object due to the proposed windows (*as raised by the Council's Conservation Officer*).

Representations:
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:
The application has been assessed on the basis of the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

Principle

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 proposal entails conversion of an existing building and would not, aside from 2 dormer windows, increase the amount of built form on the site. The conversion would provide a modest amount of accommodation with no subdivision of the curtilage or parking / access arrangements indicated within the submission. It is considered that the scheme, which has been submitted as providing ancillary accommodation, would not amount to the formation of a new self-contained dwelling, with a condition recommended to ensure use in an ancillary manner.

Character 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 34 of the HDPF states that development should be reinforce the special character of the historic environment through appropriate siting, scale, form, and design; and should make a positive contribution to the character and distinctiveness of the area. Proposals should preserve and ensure clear legibility of locally distinctive vernacular building forms and their settings, features, fabric, and materials.

The garage sits within the curtilage of a Grade II listed building, Bassells Farm. The application seeks to convert the existing garage to provide ancillary residential accommodation which would be used in an ancillary manner to the main (listed) dwellinghouse. There is no objection in principle to the conversion, which would not alter the footprint or overall scale of the building.

The conversion, through the introduction of new fenestration, would inevitably create a more domestic appearance to the building than currently exists. The scheme has been amended as part of the application process, to remove dormer windows to the western elevation (which fronts the listed building). The remaining dormers to the eastern elevation together with the ground floor fenestration are considered to represent modest alterations which would not, by reason of their siting and relationship with the listed building, result in any adverse effect on the setting of Bassells Farm. The converted building would remain clearly subordinate in form, design and function.

The proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the building and the setting of the listed building, 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.

Impact on Neighbouring 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.

The siting of the existing building and the of the proposed extensions and alterations in relation to neighbouring properties and land is such that no unacceptable harm to amenity would result.

The use of the building for ancillary accommodation in association with the existing main dwelling would not be expected to result in significant potential for harmful levels of noise or disturbance.

The amenity impacts of the proposal are therefore considered acceptable and in accordance with the above policy.

Water Neutrality

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

On 31st October 2025 Natural England formally withdrew the 2021 Position Statement, citing a package of measures that they were satisfied would safeguard the Arun Valley sites. Principal amongst these measures is a reduction in the Southern Water abstraction licence ‘by March 2026’. However, given the

licence change has not yet taken place Horsham District Council, as competent authority under the Habitats Regulations, cannot yet be certain that new development will not result in adverse impacts on the Arun Valley sites.

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

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

Accordingly, Officers consider that the proposed development will not have an Adverse Effect on the Integrity of the Arun Valley Site, either alone or in combination with other plan and projects, thereby complying with Regulations 63 and 70 of the Conservation of Habitats and Species Regulations 2017, HDPF Policy 31, and paragraph 193 of the NPPF.

Biodiversity Net Gain

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

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

Recommendation: Application Permitted

Conditions:

2 **Standard Time Condition**: The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

3 **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).

4 **Regulatory Condition:** The accommodation hereby permitted shall be occupied solely for purposes ancillary to the occupation and enjoyment of Bassells Farm, Bassells Lane (as identified on the approved plans) and shall not be used as a separate planning unit.

Reason: The establishment of an additional independent unit of accommodation would give rise to an over-intensive use of the site and/or lead to an unsatisfactory relationship between independent units of living accommodation contrary to Policies 26 and 33 of the Horsham District Planning Framework (2015).

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

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

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/25/0185
(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Location plan	EXCLUDING THE BLOCK PLAN	2416-001	05.02.2025
Floor plan	Existing	2416-002	05.02.2025
Elevation plan	Existing	2416-003	05.02.2025
Floor plan	Proposed	2416-005 B	22.07.2025
Elevation plan	Proposed	2416-006 B	22.07.2025
Supporting Statement	Planning	NONE	05.02.2025

DELEGATED

Case Officer sign/initial Bethan Tinning Date: 20.11.2025

Authorising Officer sign/initial Guy Everest Date: 21.11.2025