



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

James

Surname

Willmott

Company Name

Timber Rooms Ltd

Address

Address line 1

18 School Road

Address line 2

Upper Beeding

Address line 3

Town/City

Steyping, West Sussex

County

West Sussex

Country

United Kingdom

Postcode

BN44 3HY

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

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)

A single storey garden building measuring 33m2 in an L shape to be used for garden storage, workshop and work from home space with 15.5m2 deck

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

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

There is a previous application for a larger building which was granted permission in January 2025, reference number DC23/2023 or PP-12563338
This building was never constructed.

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

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 doors

Existing materials and finishes:
None

Proposed materials and finishes:
Anthracite grey upvc double doors measuring 1800mm x 2040mm Anthracite grey upvc single door measuring 900mm x 2040mm Handmade barn doors measuring 2500mm x 2040mm

Type:
Lighting

Existing materials and finishes:
None

Proposed materials and finishes:
Recessed LED lighting

Type:
External walls

Existing materials and finishes:
None

Proposed materials and finishes:
Black barn timber cladding

Type:
Windows

Existing materials and finishes:
None

Proposed materials and finishes:
2 x anthracite grey upvc windows measuring 1800mm x 1000mm

Type:
Internal walls

Existing materials and finishes:
None

Proposed materials and finishes:
Ply lined to workshop Plastered and painted in white emulsion to office room

Type:
Internal doors

Existing materials and finishes:
None

Proposed materials and finishes:
6 Panel moulded door in white eggshell

Type:
Rainwater goods

Existing materials and finishes:
None

Proposed materials and finishes:
Black upvc roundline guttering

Type:

Floors

Existing materials and finishes:

None

Proposed materials and finishes:

Concrete to workshop Oak effect flooring to office room

Type:

Roof covering

Existing materials and finishes:

None

Proposed materials and finishes:

Artificial slate tiles

Type:

Ceilings

Existing materials and finishes:

None

Proposed materials and finishes:

Ply lined to workshop Plastered and painted in white emulsion to office room

Type:

Other

Other (please specify):

Exterior Decking

Existing materials and finishes:

None

Proposed materials and finishes:

Yellow Balau hardwood deck boards

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

Capon NW Elevation
Capon NE Elevation
Capon SW Elevation
Capon SE Elevation
Capon Floor Plan
Capon Roof Plan
Capon 3D
Capon CIL
Capon Location Plan
Capon Site/Block Plan
Capon Design & Access Statement
Capon Heritage Statement

Neighbour and Community Consultation

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

- ☒ Yes
☐ No

If Yes, please provide details

Previous application offered wider neighbours information. Informal conversations with adjacent neighbours

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

First Name

James

Surname

Willmott

Declaration Date

11/11/2025

☒ 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

James Willmott

Date

11/11/2025