From: Meg.Bayliss
Sent: 11 August 2025 10:27
To: Planning
Subject: FW: Holland Cottage DC/25/0911
Attachments: A500 - CONSTRUCTION DETAILS OF PROPOSED STEPS.pdf; A501 - NEW GATE AND HANDRAIL DETAILS.pdf

Categories: Index to I@W

Hello,

Please could the below email trail be redacted and indexed, I have loaded them as they currently are already,

Thank you

Meg Bayliss
Graduate Planner (Work Experience) Mon, Wed & Thurs

[redacted]

Horsham District Council

Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

Horsham District Council will only accept service of documents by email if they are sent to legal@horsham.gov.uk. Any documents sent to individual email addresses will not be accepted under any circumstances.
Communications received after 5pm will be regarded as being served on the next working day.
Please contact us in advance if your email, including any attachments, is going to exceed 30MB.

From: Nicola.Mason [redacted]
Sent: 08 August 2025 09:01
To: Meg.Bayliss [redacted]
Cc: Sean.Rix [redacted]
Subject: FW: Holland Cottage DC/25/0911

Hi Meg

I am satisfied with these details.

Kind regards

Nicola

Nicola Mason
Conservation Officer
Specialists Team - Strategic Planning

[redacted]

Horsham District Council

Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

From: nick [redacted]
Sent: 07 August 2025 16:58
To: Meg.Bayliss [redacted]
Cc: Sean.Rix [redacted] Nicola.Mason [redacted]; Jackie Purcell [redacted]
Subject: RE: Holland Cottage DC/25/0911

Dear Meg,

In connection with our conversation below, please find attached A500 – Construction Details of Proposed Steps and A501 – New Gate and Handrail Details. We trust these meet with your approval, please feel free to contact me if you have any queries.

Sean and Nicola,

This information has been provided in connection with application **DC/25/0911**. Meg had queried whether we were happy with the following planning conditions;

Pre-Commencement Condition: *No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:*
a) Drawings to a scale not smaller than 1:5 fully describing:
i) construction details of the proposed steps including any proposed groundworks

2) Specifications of the proposed handrail and gate.
Reason: As this matter is fundamental to ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

Please find the requested information attached. The intention is to resolve these whilst the application is still 'live' and therefore avoid having conditions attached to the approval. We have agreed an EOT with Meg until the **12th Aug**. We understand she may be away for a few days, so please could one of you review the attached information to enable Meg to write up her report and issue the decision notice upon her return – thank you! As usual, please feel free to contact me if you have any queries.

Kind Regards,

Nick Jones
Jones Architects
[redacted]