



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/25/1844

The Old Post Office, The Street, Thakeham, West Sussex, RH20 3EP

DESCRIPTION:

Erection of a single storey garden building with deck.

RELEVANT PLANNING HISTORY:

DC/23/1416	Erection of a single storey outbuilding for the purposes of car and garden storage and domestic workshop.	Application 05.10.2023	Permitted	on
DC/23/1689	Provision of a new window and retention of an existing window serving the kitchen and reception room areas (Householder application)	Application 17.11.2023	Permitted	on
DC/23/1690	Provision of a new window and retention of an existing window serving the kitchen and reception room areas. (Listed Building)	Application 17.11.2023	Permitted	on
DC/23/2023	Erection of a single storey outbuilding.	Application 10.01.2024	Permitted	on

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 34 - Cultural and Heritage Assets

Policy 41 - Parking

Thakeham Parish Neighbourhood Plan (TPNP) to 2031:

Thakeham1 - A Spatial Plan for the Parish

Thakeham6 - Design

Thakeham7 - Heritage Assets

Thakeham Parish Design Statement (TPDS) 2002

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 25: Parking

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 Officer: No Objection, conditions recommended

Parish Comments:

Thakeham Parish Council: No Objection as long as the previous conditions in application DC/23/1416 (in particular condition 8 requiring incidental use only) is applied.

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:

Character, Appearance and Heritage:

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, inter alia, that the council will sustain and enhance its historic environment through positive management of development affecting heritage assets. Development will not be permitted which would have an adverse impact on the setting or special architectural character or appearance of a listed building.

Policy 34 of the HDPF states that applications made within conservation areas will be required to: (2) Reflect the current best practice guidance produced by English Heritage and Conservation Area Character Statements; (3) Reinforce the special character of the district's historic environment through appropriate siting, scale, form and design; including the use of traditional materials and techniques; (4) Make a positive contribution to the character and distinctiveness of the area, and ensuring that development in conservation areas is consistent with the special character of those areas, and (7); Retain and improves the setting of heritage assets, including views, public rights of way, trees and landscape features, including historic public realm features.

Paragraph 212 of the NPPF (2024) states that when considering the impact of proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification.

Thakeham6 seeks to ensure that the scale, massing, appearance and materials for development

proposals and alterations to existing buildings be reflective of architectural and historical styles of the parish. Thakeham7 seek to conserve and sustain the heritage assets that are within the district / area. It ensures that development within conservation areas is consistent with the special character of buildings and areas of which they are located within.

The Old Post Office is a Grade II listed semi-detached dwelling located the south side of The Street within the Thakeham BUAB and Conservation Area. Planning permission was previously granted in Jan 2024 under ref: DC/23/2023 for a rear outbuilding, this permission has not been commenced but remains extant. The current proposal entails an outbuilding of a reduced size, with a decked area proposed to the northern elevation (fronting the rear of the principal listed building).

The principle of an outbuilding at the rear of the site has been established by the presence of an existing planning permission. The (reduced) scale of the now proposed outbuilding would be well contained within the site boundaries and would not appear intrusive or amount to a harmful overdevelopment of the site and would continue to read as clearly subservient to the principal frontage building. The proposal would not have any adverse effects on the setting of surrounding heritage assets, with the visual impact of the proposal acceptable and in accordance 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.

As part of the previous application, it was considered that the siting in close proximity to the rear boundary together with the scale and intended use of the building was sufficient to ensure no unacceptable harm to neighbouring amenity. This assessment remains pertinent to the current scheme.

While the outbuilding would be clearly visible its siting is such that there would remain considerable separation from rear window openings to the adjoining property, and no unacceptable loss of light or outlook would result. The rear curtilages to neighbouring properties (to the south and east) are generous and the presence of an outbuilding of the scale proposed by this application would not result in any unacceptable impacts which would prejudice use of the outdoor amenity space.

The use of the outbuilding for purposes incidental to the principal dwelling would not, in an established residential location such as this, be expected to result in potential for unacceptable levels of noise or disturbance.

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

Water Neutrality

There is no clear or compelling evidence to suggest the nature and scale of the proposed development would result in a more intensive occupation of the dwelling necessitating an increased consumption of water that would result in a significant impact on the Arun Valley SAC, SPA and Ramsar sites, either alone or in combination with other plans and projects. The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF, NPPF paragraph 180 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

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 and measurements 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 new roof shall be laid with natural slate or textured and struck edge effect, synthetic slate. The junctions at ridge, valleys, eaves and verges shall be built to reflect traditional detailing including exposed rafter feet, cut verges.

Reason: 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).

- 5 **Regulatory Condition:** All new and replacement rainwater goods shall be cast iron or cast aluminium or cast effect plastic.

Reason: 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).

- 6 **Regulatory Condition:** The development hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of The Old Post Office, The Street (as identified on the approved plans) and shall not be used for any other purpose(s) without the prior express consent of the Local Planning Authority.

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 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/25/1844

(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		TQRQM25315162201485	12.11.2025
Plans	3D illustration	NONE	12.11.2025
Design & Access Statement	inc Heritage	NONE	12.11.2025
Floor plan		NONE	12.11.2025
Supporting Statement	Heritage	NONE	12.11.2025
Elevation plan	North-East	NONE	12.11.2025
Elevation plan	North West	NONE	12.11.2025
Roof plan		NONE	12.11.2025
Elevation plan	South East	NONE	12.11.2025
Site plan		TQRQM25315162733576	12.11.2025
Elevation plan	South West	NONE	12.11.2025

DELEGATED

Case Officer sign/initial Steve Astles Date: 01.03.2026

Authorising Officer sign/initial Guy Everest Date: 03.03.2026