Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**19th August 2024**
Check Neighbours	☒
Check Consultations (including newts) / Press List	☒
Check Description, Plans and Supporting Documents	☒
Print and Display Site Notice (if required)	☒
WEEK TWO (+7)	**26th August 2024**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☐
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	☐
Instruct Legal if s106 required (with prior TL / PPO agreement)	☐
WEEK THREE (+14)	**2nd September 2024**
If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5).	☐
WEEK FOUR (+21)	**9th September 2024**
If no amendments required, contact agent / applicant with update on progress.	☐
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☒
WEEK FIVE (+28)	**16th September 2024**
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☒
WEEK SIX (+35)	**23rd September 2024**
Check 35-day Cllr call-in for Committee	☒
If decision based on original plans, report to be drafted and submitted for sign off	☒
WEEK SEVEN (+42)	**30th September 2024**
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/24/1246
6 Margaret Cottages , Station Road, Cowfold, West Sussex, RH13 8DA

DESCRIPTION:

Blocking of internal window, replacement of decayed doors and reinstatement of fireplace. External and internal alterations and improvements. Landscape works to the front and rear of the property (Householder Application).

RELEVANT PLANNING HISTORY:

DC/21/2723	Minor external and internal alterations and repairs (Householder Application).	Application Permitted on 27.01.2022

DC/21/2724	Minor external and internal alterations and repairs (Listed Building Consent).	Application Permitted on 27.01.2022
DISC/22/0055	Approval of details reserved by condition 3 to approved application DC/21/2724	Application Permitted on 15.06.2022

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

Neighbourhood Plan:
Cowfold Parish have produced a neighbourhood plan which have been subject to successful Examination but cannot proceed to Referendum because of the legal requirements in relation to Water Neutrality and the Habitat Regulations

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Consultations:

Natural England: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

HDC Design and Conservation: No objection

The comprehensive heritage statement describes the significance of the listed building and the impact of the proposed works. The level of information provided by the applicant is sufficient to avoid detailed conditions.

Parish Comments:

Cowfold Parish Council supports this planning application in line with information provided in the Heritage Statement to further preserve a listed building within the core of the historic village of Cowfold.

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.

The application property is a Grade II listed building and is an end (west) of terrace property (numbering 1-6), sitting within the village of Cowfold, and is situated on the southern side of Station Road, and the junction with the High Street and within a close group of listed buildings. The properties surround the grassed graveyard site of St Peters Church, which is Grade I Listed. Originally a single building used as the Poor House and later as the Workhouse for the parish, the property was constructed c.1630 and altered and extended during the late 1920s. The building sits within the wider setting of the Parish Church of St Peter (Listed Grade I) and within the boundaries of the Cowfold Conservation Area. The property forms an attractive group on this busy junction.

Character 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.

The application seeks planning permission for the blocking of internal window, replacement of decayed doors and reinstatement of fireplace. External and internal alterations and improvements. Landscape works to the front and rear of the property. Planning permission was granted in 2021 (under reference DC/21/2723 for minor external and internal alterations and repairs. The permission has not commenced due to a number of findings during the repair works. The current application seeks to address these findings.

The proposal essentially amounts to works or repair and would not adversely impact on any historic fabric. The proposal would contribute toward a sensitive refurbishment of the building which would contribute to its long-term maintenance and use as a dwellinghouse. Following consultation with the Design and Conservation Officer, it is considered that the submitted details are comprehensive and that the proposed alterations would be positive alterations which would have no adverse impact on the Grade II listed building or the wider conservation area, the character and appearance of which would be preserved.

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.

It is considered that the proposal and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

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.

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 approved proposed plans drawings numbered 2110MA_R0_200 R.0, 2110MA_R0_201 R.0, 2110MA_R0_202 R.0, 2110MA_R0_203 R.0, 2110MA_R0_204 R.0, 2110MA_R0_205 R.0, 2110MA_R0_206 R.0, 2110MA_R0_207 R.0, 2110MA_R0_208 R.0, 2110MA_R0_209 R.0, 2110MA_R0_300 R.0 received 19.08.2024.

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 and 34 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/24/1246
(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
Floor plan	Proposed Plan: Floor Details	2110MA_R0_207 R.0	19.09.2024
Details plan	Existing and Proposed Plans: Bedroom 1 Fireplace	2110MA_R0_206 R.0	19.09.2024
Details plan	Proposed Plans: Front and Rear Doors	2110MA_R0_205 R.0	19.09.2024
Elevation plan	Proposed Plans: South Elevation	2110MA_R0_204 R.0	19.09.2024
Elevation plan	Proposed Plans: North Elevation	2110MA_R0_203 R.0	19.09.2024

Elevation plan	Proposed Plan: North Elevation	2110MA_R0_202 R.0	19.09.2024
Floor plan	Proposed Plans: First Floor Plan	2110MA_R0_201 R.0	19.09.2024
Floor plan	Proposed Plan: Ground Floor Plan	2110MA_R0_200 R.0	19.09.2024
Elevation plan	Existing Plans: Elevations	2110MA_R0_101 R.0	19.09.2024
Floor plan	Existing Plans: Ground Floor Plan First Floor Plan	2110MA_R0_100 R.0	19.09.2024
Block plan	Block Plan	2110MA_R0_001 R.0	19.09.2024
Location plan	Location Plan	2110MA_R0_000 R.0	19.09.2024
Materials	Material Schedule	2110MA_R0_300 R.0	19.09.2024
Details plan	Landscape Plan and Detail	2110MA_R0_209 R.0	19.09.2024
Details plan	Proposed Plans: Well Details	2110MA_R0_208 R.0	19.09.2024

DELEGATED

Case Officer sign/initial Marie Riggs Date: 08.10.2024

Authorising Officer sign/initial Tamara Dale Date: 14.10.2024