From: assistant clerk <assistant.clerk@rudgwick-pc.gov.uk>
Sent: 11 December 2025 09:36:44 UTC+00:00
To: "Planning" <planning@horsham.gov.uk>
Cc: "Anna Clayton" <clerk@rudgwick-pc.gov.uk>; "assistant clerk" <assistant.clerk@rudgwick-pc.gov.uk>
Subject: DC/25/1873 Bucks Cottage
Categories: Consultations

Good morning

Please find Rudgwick Parish Councils observations below;

Applications for consideration at Rudgwick Parish Council Meeting 12th January 2026	
Application No: DC/25/1873 27.11.2025	**Response/Comments:** RPC questions the validity of this application as an LDC proposal. The pool house was permitted in 1999 (RW/38/99) with a condition that 'the building shall not be extended or altered in any way, unless permission is granted by the LPA.' There was no first floor in the 1999 plans, and obviously since that time there has been some sort an upper floor installed (as mentioned in the current proposal), and stairs have been installed. There is no evidence on file of any permission being granted by the LPA for these alterations. The date that the alterations were made is therefore a crucial consideration to any decision, and evidence of when and how the changes to the building were made should be provided and verified first. There is also the matter of evidence of whether building regulations were observed when making the changes. Rudgwick Parish Council (RPC) expects further investigation to be carried out in order to determine whether an LDC application is appropriate currently, or if perhaps a full retrospective planning application may be
Applicant: Bucks Cottage, Tismans Common	
Reason for Application: Fill in open well in upper floor (over pool), Installation of new partition. Replacement of 1no. window like for like on the West elevation (Lawful Development Certificate - Proposed).	
Official Response Date: Not available / Determination 22.01.2026	

	deemed necessary to regularise the situation, for both the building alterations and the use of the building's upper floor as ancillary accommodation. Should any type of approval be recommended, RPC expects that there will be a condition in place for the ancillary accommodation. This condition should note that the ancillary accommodation must be occupied solely for purposes ancillary to the occupancy and enjoyment of Bucks Cottage, and should not be severed, used as a separate unit of accommodation or occupied for any other purposes, in order not to conflict with HDPF Policies 26 & 28.

With kind regards
Sarah

Sarah Hall
Assistant Clerk to Rudgwick Parish Council
Telephone: 01403 822678 / Email; assistant.clerk@rudgwick-pc.gov.uk

Clerk &/or Assistant Clerk are contactable Mon-Fri normal office hours
In the event of an emergency please call 07927 702321 or 07547 114166
Parish office opent to the public Mon, Thur & Fri 10.00am-1.00pm