Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/0286
Rapkyns Old Stable, Guildford Road, Broadbridge Heath, West Sussex, RH12 3PQ

DESCRIPTION:
Change of use, conversion and internal alterations of an existing residential dwelling to provide 5 residential bedspaces for students with special educational needs. Conversion, internal alterations and change of use of the existing annex and garages to provide an additional residential unit with 3 bedspaces.

RELEVANT PLANNING HISTORY:

DC/24/0019	Change of use and conversion of existing residential dwelling to provide 5 residential bedspaces for students with special educational needs and change of use and conversion of existing annexe and garages to provide an additional residential unit with 3 bedspaces.	Application Refused on 03.06.2024
DC/24/1040	Change of use, conversion and internal alterations of an existing residential dwelling to provide 5 residential bedspaces for students with special educational needs. Conversion, internal alterations and change of use of the existing annex and garages to provide an additional residential unit with 3 bedspaces.	Withdrawn Application on 19.09.2024

DESCRIPTION OF THE SITE

The application site is located on the southern side of Guildford Road with a private drive leading to Rapkyns Old Stable. The site comprises of a large detached two storey 5 bedroom dwelling house. The application site hosts ancillary outbuildings, a stables and open fields to the south. The site is located to the south of a large Grade II residential property with a number of ancillary outbuildings known as Broadview. Rapkyns is situated with other immediate neighbours including Rapkyns Byre to the north west and The Clockhouse to the east. The site is within the rural countryside location.

DESCRIPTION OF THE APPLICATION

The proposal seeks permission for the change of use of an existing dwellinghouse to a residential care facility to provide five bed spaces for students with Special Educational needs in the main house and three within the annexe. The proposal would be occupied by students in association at New Barn School. The alterations would incorporate internal alterations to accommodate a communal dining area, kitchen, living space and the conversion of the annexe and garages to a three-bed unit which would also include living, dining, kitchen and laundry facilities.

The Planning statement details the Care staff arrangements who would not be resident within the site but would work in shift patterns of 3 shifts – early: 7:30am–3:30pm, late: 3:00pm–11:00pm and sleep in / waking nights: 9:30pm– 7:30am. For each unit there would usually be 2-3 staff on duty for the early shift, 3 for the late shift and 2 for the overnight period.

No alterations would be made to the hardstanding area in terms of parking provision. No alterations would be made to the exterior of the house, however external alterations to the annexe are proposed on the south and west elevations including removal of door to the south and replacement window and

replacing garage door with a window.

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 1 - Strategic Policy: Sustainable Development
Policy 3 - Strategic Policy: Development Hierarchy
Policy 4 - Strategic Policy: Settlement Expansion
Policy 7 - Strategic Policy: Economic Growth
Policy 9 - Employment Development
Policy 10 - Rural Economic Development
Policy 15 - Strategic Policy: Housing Provision
Policy 16 - Strategic Policy: Meeting Local Housing Needs
Policy 18 - Retirement Housing and Specialist Care
Policy 24 - Strategic Policy: Environmental Protection
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 26 - Strategic Policy: Countryside Protection
Policy 27 - Settlement Coalescence
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets
Policy 40 - Sustainable Transport
Policy 41 - Parking
Policy 42 - Strategic Policy: Inclusive Communities

Slinfold Neighbourhood Plan: Policy 5 - Development Principles

Paragraph 33 of the NPPF requires that all development plans complete their reviews no later than 5 years from their adoption. Horsham District Council is currently in the process of reviewing its development plan however at this stage the emerging policies carry only limited weight in decision making. As the HDPF is now over 5 years old, the most important policies for the determination of this application must be considered as to whether they are 'out of date' (NPPF paragraph 11d). This includes, for applications involving the provision of housing, whether the Council can demonstrate a five year supply of deliverable housing sites (NPPF footnote 8).

The Council is currently unable to demonstrate a five year supply of deliverable housing sites, with the supply currently calculated as being 2.9 years. The presumption in favour of development within Paragraph 11d) of the NPPF therefore applies in the consideration of all applications for housing development within the District (unless footnote 7 or Paragraph 14 applies to relevant applications), with Policies 2, 4, 15 and 26 now carrying only moderate weight in decision making.

All other policies within the HDPF as itemised above have been assessed against the NPPF and are considered to be consistent such that they continue to attract significant weight in decision making.

Supplementary Planning Guidance:
Planning Obligations and Affordable Housing SPD (2017)
Community Infrastructure Levy (CIL) Charging Schedule (2017)

Planning Advice Notes:
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

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: No Objection –
Accept previous comments relating to DC/24/0019
The surviving built fabric and an illustration of the enlargement of the farm yard and its buildings in the late nineteenth century seen on the early edition O.S. maps confirms the buildings subject of this application are late nineteenth in origin. They reinforce the historic interest of the farm complex and the special interest of the listed timber framed barn, Broadview. I am satisfied the surviving nineteenth century farm buildings can be considered to be non-designated heritage assets.

The proposed change of use and physical alterations will not further increase the perception of domestic character that has already taken place. For this reason I am satisfied the impact to the neighbouring listed building through change to its setting will not be harmful. Please carry on.

HDC Environmental Health:
23.07.2025
Can confirm that Environmental Health have reviewed the latest Motion Water Neutrality Statement dated 08.07.25 (attached), and we are now happy with the content. If you are minded to approve this application we would recommend the below conditions.

06.06.2025
With reference to the additional information provided in the fire risk assessment and two proposed floor plans. This matter should now be referred to West Sussex Fire and Rescue Service for consultation as the proposed use of the building fall under the Regulatory Reform (Fire Safety) Order 2005.

WSCC Fire and Rescue:
The nearest fire hydrant fir the supply of water for firefighting is 620 metres away, 445 metres further than 175 metre distance required for a domestic premises. If an alternative water supply for firefighting is to be considered it will need to conform with the details identified in Approved Document – B (AD-B) Volume 1:B5 section 14 and agreed with West Sussex Fire and Rescue Service.

Also, evidence required to show the Fire Service vehicle access meets with the requirements identified in Approved Document B Volume 2: B5 Section 15. A fire appliance requires a minimum width of 3.1m through any gateway or narrowing and 3.7m between road edge or curbs, and the fire appliance is within 45 metres of all points within

Natural England: *No Objection* –
Subject to appropriate mitigation being secure.

WSCC Highways: No Objection –
In summary, the Local Highway Authority (LHA) do not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network; therefore, is not contrary to the National Planning Policy Framework (NPPF), paragraphs 114 -117, as revised December 2024. Therefore, there are no transport grounds to resist this proposal.

PUBLIC CONSULTATIONS:
Representations:
None received

Parish Comments:
Slinfold Parish Council: no objection.

Member Comments:
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

Principle of Development:

This application is a resubmission of a recently refused planning permission reference DC/24/0019 for a similar proposal regarding the change of use and conversion of existing residential dwelling to provide 5 residential bedspaces for students with special educational needs and change of use and conversion of existing annexe and garages to provide an additional residential unit with 3 bedspaces.

Policy 18 of the HDPF states that proposals for development which provide specialist care housing will be encouraged and supported where it is accessible by foot or public transport to local shops, services, community facilities and the wider public transport network. The Council will particularly encourage schemes that meet identified local needs for those on lower incomes and provide affordable accommodation for rent or shared ownership/equity.

Policy 26 of the HDPF states that outside built-up area boundaries, the rural character and undeveloped nature of the countryside will be protected against inappropriate development. Any proposal must be essential to its countryside location, and in addition meet one of the following criteria:

1. Support the needs of agriculture or forestry;
2. Enable the extraction of minerals or the disposal of waste;
3. Provide for quiet informal recreational use; or
4. Enable the sustainable development of rural areas.

In addition, proposals must be of a scale appropriate to its countryside character and location. Development will be considered acceptable where it does not lead, either individually or cumulatively, to a significant increase in the overall level of activity in the countryside, and protects, and/or conserves, and/or enhances, the key features and characteristics of the landscape character area

The Planning statement details that care staff would be working in shifts to support and care for the children who would be a mix of girls and boys between 7 and 19 years old. Those occupying the proposed development would be associated with the existing school (New Barn School). There is an identified need for the facilities given the DC/18/1449 planning permission which granted permission for the school to increase from 34 pupils to 60 pupils and subsequently from 60 to 120 pupils under DC/21/2350.

The proposed change of use would provide a contribution towards meeting the needs of special education residential care needs within the district such that it would be considered to meet the needs of the district in terms of the provision of specialist care housing. This would be acceptable in regards to policy 18 of the HDPF. In light of the site context, being in close proximity to other residential institutions and schools the nature and character of the proposed use would not result in an intensification of use in light of the objectives of policy 26 of the HDPF.

Design and Appearance:

Policies 32 and 33 of the HDPF seek to ensure that the development in the district promotes high standard/high quality design in order to enhance and protect locally distinctive characters such as landscaping (both within a scheme and having regard to the impact on surrounding landscapes) and

considerations on the local, social, and environmental characteristics. It also seeks to ensure that the scale, massing and appearance of the development and layout (where relevant) 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 Horsham District Planning Framework, which is the main policy against which works to Listed Buildings are assessed. Development should reinforce the special character of the district's historic environment through appropriate siting, scale, form, and design, and should make a positive contribution to the character and distinctiveness of the area. In addition, development should preserve and ensure clear legibility of locally distinctive vernacular building forms and their setting, features, fabric and materials, and should seek to secure the viable and sustainable use of heritage assets through continued preservation by uses that are consistent with the significance of the heritage asset.

It is acknowledged that the surviving-built fabric and an illustration of the enlargement of the farm yard and its buildings in the late nineteenth century seen on the early edition O.S. maps confirms the buildings subject of this application are late nineteenth in origin. They reinforce the historic interest of the farm complex and the special interest of the listed timber framed barn, Broadview. Following consultation with the Council's Conservation Officer it viewed satisfactory that the surviving nineteenth century farm buildings can be considered to be non-designated heritage assets.

The proposed change of use and physical alterations would not further increase the perception of domestic character that has already taken place. For this reason, it is judged that the impact to the neighbouring listed building through change to its setting would not be harmful. Whilst the proposal would result in a change of use, it would sit within the context of other such similar and associated facilities such that the nature of development would not be unusual in this location.

During the course of this application amendments were negotiated to bring the proposal to an acceptable standard for approval. Following on from the concerns raised by the Council's Environmental Health colleagues revised floor plans were provided demonstrating compliance with the Fire and Safety Legislation requirements. Additionally, the agent confirmed in an email received on 22.04.2025 that the proposed conversion does not fall within the licensing requirements and the other residential bedroom spaces elsewhere on the New Barn School site are not licensed HMOs. The revised plans are now considered acceptable.

Overall, it is viewed that the proposal would not have an adverse impact on either the design and appearance of the building nor the character of the site or wider surrounding area. The visual impact of the proposal is therefore considered acceptable and in accordance with the above policies.

Residential Amenity:

Policy 33 of The Horsham District Planning Framework 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 internal changes resulting from the proposal would result in a satisfactory size and standard for future residents in both the host dwellinghouse and in terms of the spaces proposed for conversion within the annexe. Given that there is no increase in built from the change of use, and the nature of development would go from residential to specialist residential care the proposal would not be considered to result in unacceptable harm to residential amenity of the occupiers/users of the property or land in terms of loss of light, obtrusive appearance or loss of privacy. The proposal is therefore acceptable in terms of policy 33 of the HDPF.

Highways Impacts:

Policies 40 and 41 of the HDPF state that development should provide safe and adequate access and parking, suitable for all users.

It is noted that no alterations are proposed to the existing vehicular access arrangement. The proposed change of use is not anticipated to give rise to a significant material intensification of use of the existing

access point. From inspection of the plans, the application site exhibits suitable space for vehicular parking associated with the proposed use to be accommodated, with space for turning. The proposal would be acceptable in highway terms and in accordance with policies 40 and 41 of the Horsham District Planning Framework (2015).

Water Neutrality:

The application site falls within the Sussex North Water Supply Zone as defined by Natural England and which includes supplies from groundwater abstraction which cannot, with certainty, demonstrate no adverse impacts upon the defined Arun Valley SAC, SPA and Ramsar sites.

An advice note from Natural England (September 2021) advises that plans and projects affecting sites where an existing adverse effect is known will be required to demonstrate, with sufficient certainty, that they will not contribute further to an existing adverse effect. The received advice note advises that the matter of water neutrality should be addressed in assessments to agree and ensure that water use is offset for all new developments within the Sussex North Water Supply Zone.

There are concerns with regards to the submitted water neutrality statement. It is noted that the calculation for existing dwelling water consumption used actual occupancy whereas, the annex water consumption calculation used the average occupancy which has been explicitly stated is not occupied. This approach goes against the Council's guidance which states:

'The Council can only consider the actual current water consumption at the site, unless there is clear evidence of a higher consumption rate at the site in the last three years, such as from water bills and occupancy information. This three year test is consistent with the Natural England FAQs where Natural England consider three years an appropriate timescale when considering water use from a building now demolished. We will not consider evidence of higher water consumption beyond this three year period'.

In light of the above, it was considered that the proposed development would be eligible for Sussex North Water Certification Scheme (SNWCS). Therefore, a Grampian style pre-commencement condition has been imposed to ensure that water neutrality mitigation is secured prior to the development commences work on site. This approach would ensure that the proposal does not result in an increased water consumption at the site.

Biodiversity Net Gain (BNG):

Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) mandates that every development must achieve at least a 10% Biodiversity Net Gain (BNG (unless the development qualifies as exempt under the Biodiversity Gain Requirements (Exemptions) Regulations 2024) and that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the condition that development must not be begun unless a Biodiversity Gain Plan has been submitted to the planning authority and the planning authority has approved the Plan.

The Biodiversity Gain Plan must show how the development will achieve the required minimum 10% BNG using the statutory biodiversity metric tool, and must demonstrate how the habitats will be managed and maintained for 30 years, starting from the date the development is completed. Off-site gains and significant on-site enhancements will be secured over this period by way of a Legal Agreement.

The Applicant has demonstrated that the development is exempt from the requirement to achieve a minimum 10% BNG by reason of:

- The development qualifies as 'de minimis' under Regulation 4 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024. There are no extensions proposed only internal alterations to accommodate the change of use. Also, there are no changes to the landscaping either.

Conclusions:

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 **Pre-Commencement Condition**: The development hereby approved shall not commence until the details have been submitted to and approved in writing by the Local Planning Authority demonstrating that a fire appliance can access the site, with a minimum width of 3.1m through any gateway or narrowing and 3.7m between road edges or curbs, including evidence the fire appliance can get to within 45m of all points within the property.

Reason: To accord with fire and safety regulations in accordance with Policy 33 of the Horsham District Planning Framework (2015).

4 **Pre-Commencement Condition**: No development shall commence until either:

i) Details have been submitted to and been approved in writing by the Local Planning Authority confirming that the necessary certificate to demonstrate water neutrality has been secured via the Sussex North Water Certification Scheme; or

ii) A site-specific water neutrality mitigation scheme has been submitted to and been approved in writing by the Local Planning Authority. The site-specific water neutrality mitigation scheme shall include full details of the means of any and all onsite and offsite mitigation and any necessary agreements pursuant to S106 of the Town and Country Planning Act 1990 to deliver and secure the approved mitigation; and

iii) The development shall not be first occupied until evidence has been submitted to and been approved in writing by the Local Planning Authority confirming that the approved site-specific water neutrality mitigation scheme under part ii) has been fully implemented. The approved mitigation shall thereafter be retained, maintained and operated to the same or better water performance standard.

Reason: To ensure that the approved development is water neutral, thus avoiding contribution to the possible adverse effect upon the integrity of the Arun Valley Special Area of Conservation, Special Protection Area and Ramsar designations addressed by the Natural England Position Statement of September 2021 and to satisfy the Authority's duties pursuant to the Protection of Habitats and Species Regulations 2017 (as amended) at Regulation 63

5 **Pre-Occupation Condition**: No part of the development hereby permitted shall be occupied until the installation of a new fire hydrant for the supply of water within a 175m distance from the property.

Reason: To accord with fire and safety regulations in accordance with Policy 33 of the Horsham District Planning Framework (2015).

6 **Regulatory Condition**: The materials 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).

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/25/0286

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Floor plan	Proposed Ground Annex	2119_026 REV A	25.02.2025
Elevation plan	Proposed A, B and C	2119_027	25.02.2025
Elevation plan	Proposed D, E, F, G and H	2119_028	25.02.2025
Supporting Statement	Water Neutrality		23.07.2025
Design & Access Statement		2119 REV D	25.02.2025
Location plan		2119_002 REV A	
Site plan		2119_004	25.02.2025
Floor plan	Existing Ground and First Stables	2119_020 REV A	25.02.2025
Floor plan	Existing Ground Annex	2119_021 REV A	25.02.2025
Floor plan	Existing Ground Outbulidings	2119_022	25.02.2025
Elevation plan	Existing - A, B and C	2119_023	25.02.2025
Elevation plan	Existing D, E, F, G and H	2119_024	25.02.2025
Floor plan	Proposed Ground and First	2119_025 REV A	25.02.2025
Floor plan		2119_030 REV A	23.07.2025
Floor plan		2119_031	23.07.2025

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 12.08.2025

Authorising Officer sign/initial RHERMITAGE Date: 22.08.2025