



TO: Planning Committee

BY: Head of Development and Building Control

DATE: 02.06.2026

DEVELOPMENT: Relocation and replacement of existing cycle shelter and bin store.

SITE: Park House North Street Horsham West Sussex

WARD: Denne

APPLICATION: DC/26/0529

APPLICANT: **Name:** Caitlyn Potter **Address:** Alberty House Springfield Road Horsham West Sussex RH12 2GB

REASON FOR INCLUSION ON THE AGENDA: The Applicant is Horsham District Council

RECOMMENDATION: To approve planning permission subject to appropriate conditions

1. THE PURPOSE OF THIS REPORT

- 1.1 To consider the planning application.

DESCRIPTION OF THE APPLICATION

- 1.2 Planning permission is sought for relocation and replacement of an existing Bin Store and Cycle Shelter at Park House, North Street, Horsham. The proposal entails swapping the locations of the current bin store and bike shed with the aim to improve site safety, fire risk management, accessibility, and operational efficiency. A black powder-coated Kimmeridge Cycle Shelter, sized at 2.0m depth, accommodating six cycles via three racks, is to be reinstalled where the current bin store stands. A new bin store is to be installed where the current cycle shelter is located.
- 1.3 The existing bin store has no roof or proper enclosure, making it vulnerable to unauthorised waste being deposited. As the space is open and easily accessible, fly-tipping has been an ongoing problem. In addition, the current arrangement does not provide sufficient space for the number of bins required: two large containers are currently being stored in a parking bay, where they are also susceptible to misuse. The current allocation of ten bike rack spaces significantly exceeds actual demand, and the reduced level of cycle storage can be provided without adversely affecting users.

DESCRIPTION OF THE SITE

- 1.4 The location of the existing bin store and cycle shelter is located adjacent to the southern corner of Park House, North Street, which is a Grade II* listed building currently being used as a multi-use tenanted office, within a mixed-use setting containing an events venue, café premises, hairdressers and nearby landscaped areas. To the east and southeast are the

Grade II Listed Horsham Park Barn, Stables and Granary buildings. The site is within the Horsham Built Up Area Boundary but is not within a Horsham town Conservation Area.

- 1.5 The existing bin storage area is situated within a recessed section immediately adjacent to the southern front corner of Park House. Access to the bin storage area is a timber gate. The remainder of the bin store is formed by the existing walls and railings, which collectively contain the space. The area accommodates multiple wheeled refuse and recycling bins positioned on a hard surface. There is no roof, screening, or purpose-built housing for the bins. The existing cycle shelter is located nearby within the lower car park area of Park House and its construction materials are evidenced as deteriorating and consist of a metal frame supported by metal posts, a mono-pitch timber and metal clad roof, timber cladding to one side, existing brick boundary walls forming the rear and the opposite side.

2. INTRODUCTION

STATUTORY BACKGROUND

- 2.1 The Town and Country Planning Act 1990.

RELEVANT PLANNING POLICIES

The following Policies are considered to be relevant to the assessment of this application:

- 2.2 **National Planning Policy Framework:**

- 2.3 **Horsham District Planning Framework (HDPF 2015):**

Policy 1 - Strategic Policy: Sustainable Development

Policy 12 - Strategic Policy: Vitality and Viability of Existing Retail Centres

Policy 13 - Town Centre Uses

Policy 25 - Strategic Policy: The Natural Environment and Landscape Character

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 35 - Strategic Policy: Climate Change

Policy 37 - Sustainable Construction

Policy 40 - Sustainable Transport

Policy 41 - Parking

Policy 42 - Strategic Policy: Inclusive Communities

Policy 41 - Community Facilities, Leisure and Recreation

- 2.4 **Horsham Blueprint Business Neighbourhood Plan 2019-2036**

Policy HB3: Character of development

Policy HB4: Design of development

- 2.5 **Horsham District Local Plan (2023-40) (Regulation 19):**

Strategic Policy 1: Sustainable Development

Strategic Policy 4: Horsham Town

Strategic Policy 6: Climate Change

Strategic Policy 8: Sustainable Design and Construction

Strategic Policy 9: Water Neutrality

Strategic Policy 11: Environmental Protection

Strategic Policy 13: The Natural Environment and Landscape Character

Strategic Policy 17: Green Infrastructure and Biodiversity

Strategic Policy 19: Development Quality

Strategic Policy 20: Development Principles

Policy 21: Heritage Assets and Managing Change within the Historic Environment

Strategic Policy 23: Infrastructure Provision
Strategic Policy 24: Sustainable Transport
Policy 25: Parking
Strategic Policy 27: Inclusive Communities, Health and Wellbeing
Policy 28: Community Facilities, Leisure and Recreation
Strategic Policy 36: Town Centre Uses

- 2.6 **Planning Advice Notes:**
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

- 2.7 PLANNING HISTORY AND RELEVANT APPLICATIONS
None relevant

3. OUTCOME OF CONSULTATIONS

- 3.1 Where consultation responses and representations 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 horsham.gov.uk/planning/planning-applications/view-and-comment-on-planning-applications.

INTERNAL CONSULTATIONS

- 3.2 **HDC Conservation:** No Objection (comments summarised below)

The proposed bin store and cycle shelter would be viewed within the context of the adjacent car park and provided suitably maintained would not result in additional harm to the setting of the listed building.

It would be considered that the proposed works would have a neutral impact on the appreciation of the listed building, not drawing the eye or competing with an understanding of the significance of Park House, or its associated buildings. No objection would therefore be raised

OUTSIDE AGENCIES

- 3.3 **Historic England:** No Comment

PUBLIC CONSULTATIONS

- 3.4 Representations:
None received
- 3.5 Parish Comments:
Horsham Denne Neighbourhood Council: No Objection
- 3.6 Member Comments:
None received

4. HOW THE PROPOSED COURSE OF ACTION WILL PROMOTE HUMAN RIGHTS

- 4.1 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.

- 4.2 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.

5. HOW THE PROPOSAL WILL HELP TO REDUCE CRIME AND DISORDER

- 5.1 It is not considered that the development would be likely to have any significant impact on crime and disorder.

6. PLANNING ASSESSMENTS

Principle of Development:

- 6.1 Horsham Town Centre is identified in the Horsham District Planning Framework as being the primary commercial and retail centre of the District. Policy 12 of the HDPF seeks to secure positive measures to improve Horsham town centre as the primary commercial/retail centre. The commercial/retail centres will be supported and enhanced through positive and promotional measures which seek to support the centres, recognising that centres should be made up of a variety of uses, but still maintaining a high level of commercial/retail use. It is also important that these centres respect the unique historic character of the District's centres in which these uses and activities sit. Policy HB9 of the Horsham Blueprint Business Neighbourhood Plan states that proposals that support or enhance existing businesses delivering a net gain in employment in sustainable locations and enabling businesses to grow will be supported.
- 6.2 General Guidance 6 of the Horsham Town Plan (2012) states that as well as sustaining and enhancing the town centres historic layout, character and connections, proposals should contribute to better accessibility, safety and enhanced legible connections to the town centre, through key routes, gateways, and thresholds. Proposals should seek to improve public spaces and make the town centre more welcoming through specific public realm enhancements.
- 6.3 The proposal would relocate and replace an existing Bin Store and Cycle Shelter at Park House. The proposal entails swapping the locations of the current bin store and bike shed with the aim to improve site safety, fire risk management, accessibility, and operational efficiency for the established commercial premises, where a need has been identified. The application site is located within the built-up area where there is a presumption in favour of sustainable development. The proposal is therefore considered acceptable in principle, subject to all other material considerations discussed below.

Design and Appearance and Heritage Impacts:

- 6.4 Park House is a Grade II* listed building, valued for its architectural form, historic brick elevations, decorative detailing, and traditional materials, as well as its strong contribution to the townscape character of Horsham town centre. The site comprises an existing bin store and cycle shelter located adjacent to the southern corner of Park House. The site is surrounded by a mix of commercial and retail uses, located within the Horsham Built Up Area Boundary but is not within a Horsham town Conservation Area.

- 6.5 The proposal effectively would retain a bin store and cycle shed within the existing hard-surfaced service zone. The proposed replacement of the existing would visually improve the setting and wider site. The Council's Conservation Officer considers that the proposed replacement structures would remain low profile and unobtrusive, to preserve the character of Park House, and the proposal will preserve the special interest of the listed building and its setting. It is considered that the proposed would not result in harm to the significance or special interest of the listed building, those adjoining or the wider surrounding area. The visual impact of the proposal is therefore considered acceptable and in accordance with the above policies.

Neighbouring Amenity:

- 6.6 The proposal would not increase the bulk or height of structures in the area. The changes are modest and largely contained within an existing service space, with no impact on overlooking or privacy, no change to noise levels beyond current lawful use. Improved safety through revised bin placement. Better visual consistency between the two structures due to matching materials and finishes
- 6.7 It is considered that the siting and layout of the proposed replacement structures and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity. It is noted that no representations of concern were received

Highways and Parking

- 6.8 Policies 40 and 41 of the HDPF promote development that provides safe and adequate access and parking, suitable for all users.
- 6.9 The site is adjacent to North Street carpark with established vehicular and pedestrian access. The proposal would not be expected to have any significant change to the existing operations in terms of interfering with parking / turning nearby. As such, the proposal is not anticipated to result in an adverse highways or parking issues.

Biodiversity Net Gain (BNG):

- 6.10 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 may not be begun unless a Biodiversity Gain Plan has been submitted to the planning authority and the planning authority has approved the Plan.
- 6.11 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 (on unregistered sites) and significant on-site enhancements will be secured over this period by way of a Legal Agreement.
- 6.12 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

Conclusion:

- 6.13 The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

7. RECOMMENDATIONS

- 7.1 Officers therefore recommend that the application is approved subject to the following conditions:

Conditions:

- 1 **A List of the Approved Plans and Documents**
- 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 finishes of the development hereby permitted shall strictly accord with those indicated on the approved plans and Design & Access Statement.

Reason: In the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

Background Papers: DC/26/0529

8. USE OF AI

- 8.1 This report has not been prepared with the support of artificial intelligence tools.