



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0129
2 Carfax, Horsham, West Sussex, RH12 1DN

DESCRIPTION:

Refurbishment to existing Barclays Bank including internal and external works. (Full Application).

RELEVANT PLANNING HISTORY:

DC/26/0130	Installation of 2x non illuminated individual letter name plate signs with Barclays logo, 2x non illuminated projecting signs, and 1x internally illuminated ATM surround panels. (Advertisement Application).	Pending Consideration
DC/25/0682	Installation of replacement ATM and surround.	Application Permitted on 25.07.2025
DC/25/1178	Installation of 1x non-illuminated nameplate sign to replace the existing.	Application Permitted on 10.11.2025

DESCRIPTION OF THE SITE

The application site is a corner plot situated on the western side of Carfax and the northern side of Market Square. The main building is an end of terrace three storey commercial premises used as Barclays Banks Carfax branch. The building is positioned in a prominent central location alongside other established business and financial institutions within the town centre.

The main is identified as a locally listed building and the application site falls within the Horsham Town Centre Conservation Area.

DESCRIPTION OF THE APPLICATION

The proposal seeks planning permission for the refurbishment to existing Barclays Bank including internal and external works.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 1 - Strategic Policy: Sustainable Development
Policy 2 - Strategic Policy: Strategic Development
Policy 7 - Strategic Policy: Economic Growth
Policy 9 - Employment Development
Policy 12 - Strategic Policy: Vitality and Viability of Existing Retail Centres
Policy 13 - Town Centre Uses
Policy 14 - Shop Fronts and Advertisements
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets

Horsham Blueprint Neighbourhood Plan 2019-2036:

HB6: Retaining and enhancing the vitality and viability of Horsham Town Centre

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

Strategic Policy 1: Sustainable Development

Strategic Policy 4: Horsham Town

Strategic Policy 8: Sustainable Design and Construction

Strategic Policy 19: Development Quality

Strategic Policy 20: Development Principles

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

Policy 22: Shop Fronts and Advertisements

Strategic Policy 23: Infrastructure Provision

Strategic Policy 36: Town Centre Uses

Parish Design Statement:

None

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

PUBLIC CONSULTATIONS:**Representations:**

None received

Parish Comments:

Horsham Denne Neighbourhood 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**Design, 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 Horsham District Planning Framework (HDPF) requires that proposed development make a positive contribution to the character and distinctiveness of the area and ensure that development in conservation areas is consistent with the special character of those areas.

Policy 14 of the HDPF relates specifically to shop front and states that applications for new, replacement, and temporary shop fronts, including fascias, will be supported where the proposal respects the architectural style, character and form of the buildings or location of which they form a part, including appropriate use of materials, colours and illuminations. Within Conservation Areas or on Listed Buildings, proposals will be expected to retain an existing traditional shop front and/or features of architectural or historic interest, through retention or restoration. This will include the use of traditional materials, traditionally painted fascias, and hanging signs with muted colours.

Policy HB3 of the Horsham Blueprint Business Neighbourhood Plan seeks to ensure that development preserve and enhance the Character Area in which it is located. The design of new development should take account of the local context and reflect the character and vernacular of the area, using architectural variety in form and materials, in order to avoid building design that is inappropriate to the Plan area. Innovation in design will be supported, however, where this demonstrably enhances the quality of the built form in a character area.

It is noted that 2 Carfax is recognised as a locally listed building within the Horsham Town Centre Conservation Area. Its high-quality frontage and detailing are positive contributors to the special character of the conservation area.

It is understood that the proposed works would relate to the refurbishment of the building, including the infill of the existing ATM openings and the creation of a new ATM opening on the eastern side elevation. It is proposed to infill the existing openings using matching materials, with the proposed ATM similar in size and appearance to the existing.

Following consultation with the Design and Conservation Officer, while the addition of a new ATM is unfortunate due to its siting on a clear elevation and the consequential loss of historic fabric, it is considered that a condition could be imposed to secure the conservation of historic fabric. Subject to such condition, and given the context of the existing building, it is considered that the proposal would not result in significant adverse harm to justify a reason for refusal.

Residential 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 siting and layout of the proposal and the resulting relationship with adjacent 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 building 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 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

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 (on unregistered sites) 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

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 **Regulatory Condition:** All new and disturbed surfaces shall be made good at the time of works by reinstating to match in all respects the stone work, windows and brick work including materials, colour, size and jointing/pointing profile.

Reason: To ensure that 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.

NOTE TO APPLICANT

Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which:

- 1. does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and

impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (a hedgerow habitat or watercourse habitat identified for the purposes of the biodiversity metric);

2. is the subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015;
3. is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain planning condition which applies in relation to another development (In determining whether a development is undertaken solely or mainly for this purpose, no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee);
4. consists of no more than 9 dwellings, is carried out on a site which has an area no larger than 0.5 hectares, and consists exclusively of dwellings which are self-build or custom housebuilding ("Self-build or custom housebuilding" has the same meaning as in section 1(A1) of the Self-build and Custom Housebuilding Act 2015 (as amended)).

In addition, the Biodiversity Gain Plan Condition does not apply to applications for major development made before 12 February 2024, or non-major development made before 2 April 2024.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

Statutory exemptions and transitional arrangements

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at <https://www.gov.uk/guidance/biodiversity-net-gain>.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/26/0129

(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	Second Floor Layout As Fixed	D0558-012_004	27.01.2026
Floor plan	Basement Layout As Proposed	RMWBS10200_01 1 Revision D	27.01.2026
Floor plan	Ground Floor Layout As Proposed	RMWBS10200_01	27.01.2026

		2 Revision F	
Floor plan	First Floor Layout As Proposed	RMWBS10200_01 3 Revision H	27.01.2026
Floor plan	Second Floor Layout As Proposed	RMWBS10200_01 4 Revision E	27.01.2026
Location plan	Location Plan	NONE	27.01.2026
Elevation plan	Front Elevation As Fixed	D0558-012_300	27.01.2026
Elevation plan	Side Elevation As Fixed	D0558-012_301	27.01.2026
Elevation plan	Front Elevation As Proposed	RMWBS10200_03 1 Revision C	27.01.2026
Elevation plan	Side Elevation As Proposed	RMWBS10200_03 2 Revision C	27.01.2026
Elevation plan	Rear Elevation As Existing	RMWBS10200_00 3	27.01.2026
Elevation plan	Rear Elevation As Proposed	RMWBS10200_03 3	27.01.2026
Floor plan	Basement Layout As Fixed	D0558-012_001	27.01.2026
Floor plan	Ground Floor Layout As Existing	VB0200_002 Revision F	27.01.2026
Floor plan	First Floor Layout As Fixed	D0558-012_003	27.01.2026
Block plan	Block Plan	RMWBS10200_00 0	10.02.2026

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 31.03.2026

Authorising Officer sign/initial Tamara Dale Date: 07.04.2026