Horsham District Council

Miss Clare Bartlett
Batcheller Monkhouse
Stratton House
55 Lower Street
Pulborough
West Sussex
RH20 2AZ

Our ref:	DC/25/0232
Your ref:	Mill Farm - Workshop and tool shed
Email:	planning@horsham.gov.uk
Direct Line:	01403 215632
If Calling Please ask for:	Joshua Lee
Date:	9th April 2025

Dear Sir/Madam,

Town and Country Planning Act 1990 (as amended)
Town and Country Planning (General Permitted Development) (England) Order 2015
Application for Prior Approval under Schedule 2, Part 3, Class Q

Prior Notification for Change of Use of two buildings with associated operational development to 1no. dwellinghouse. Operational development includes replacement wall and roof cladding, rendering, walls, doors and rainwater goods.

Mill Farm Mill Lane Itchingfield West Sussex

Further to the above notification which was received on 14 February 2025, I am writing to confirm that **prior approval is required and refused** for the following reason(s):

1 The proposed development would result in an extension to the building to adjoin the detached adjacent building to the west. This would result in an extension that is not sited to the rear of the existing building and would extend beyond a wall that forms a side elevation of the existing dwelling. The proposal therefore fails to comply with the requirements of Q.1(h)(i), Q.1(i)(ii), and Q.1(i)(vi) in Class Q of Part 3, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

2 The proposal fails to demonstrate to the satisfaction of the Local Planning Authority that the building is capable of conversion without the construction of new structural elements and that the proposed building operations are reasonably necessary for the building to function as a dwellinghouse. The proposal therefore fails to comply with the requirements of Q.1(j) in Class Q of Part 3, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

Community Infrastructure Levy (CIL)

Horsham District Council has adopted a Community Infrastructure Levy (CIL) Charging Schedule which took effect on 1st October 2017. **This development constitutes CIL liable development**.

If you have not received a Liability Notice from the Council within 1 month of the decision date please contact the CIL Team at cil@horsham.gov.uk

CIL is a mandatory financial charge on development. To avoid additional financial penalties, the requirements of CIL must be managed before development is commenced (including in the event of any successful appeal).

Payment must be made in accordance with the requirements of the CIL Demand Notice issued.

Schedule of Plans/Documents

The following plans and document were considered when making the above decision:

Plan Type	Description	Drawing Number	Received Date
Location plan	Location Plan	D966/01A	14.02.2025
Block plan	Existing Block Plan	D966/02A	14.02.2025
Block plan	Proposed Block Plan	D966/03A	14.02.2025
Floor plan	Existing Plans	D980/04A	14.02.2025
Elevation plan	Existing Elevations	D980/05A	14.02.2025
Floor plan	Proposed Plans	D980/06C	14.02.2025
Elevation plan	Proposed Elevations	D980/07C	14.02.2025
Plans	Access	NONE	14.02.2025

Planning permission is therefore required for the proposed development.

Appeals to the Secretary of State

If you are aggrieved by the decision to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990.

You must appeal within 12 weeks of the date of this decision notice for a 'minor commercial' (shop front) application, and within 6 months for most other types of planning applications. There are different timescale – usually 28 days – if an enforcement notice is/has been served for the same (or very similar) land and development. Please note, only the applicant possesses the right of appeal.

Appeals can be made online at: https://www.gov.uk/planning-inspectorate. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before submitting the appeal. Further details are at https://www.gov.uk/government/collections/casework-dealt-with-by-inquiries.

Yours faithfully



Emma Parkes
Head of Development and Building Control