

Old Vicarage
Lynwick Street
Rudgwick
West Sussex
RH12 3DJ



Design and Access Statement
And Heritage Statement

To accompany a Listed Building Consent Application to Relay the tile roof to a Grade II Listed dwelling

Applicants: Mr & Mrs Costello

May 2026

Rev A 01.06.26

Rev B 10.06.26

[Rev C 15.07.26](#)

1.0 INTRODUCTION:

- 1.1 This report has been prepared on behalf of Mr and Mrs Costello, the owners of the Old Vicarage.
- 1.2 Consent is sought to strip the existing clay roof tile finish to the property, which is reaching the end of its effective lifespan, and to relay the roof in a like-for-like plain clay tile roof finish.

2.0 LOCATION AND SITE SETTING:

- 2.1 The Old Vicarage is located on the northern side of the village of Rudgwick, within the Low Weald in West Sussex. It is bounded by the Surrey/Sussex boarder which runs along the ridge of rising ground giving the Parish its name 'Regwick' 'the farm on the ridge'.
- 2.2 The property is located at the northern end of Lynwick Street on the south side of the road, the street runs parallel with Church Street, which runs directly through the centre of the village running north-south, curving to meet Church Street at the northern end.
- 2.3 The property is set back from Lynwick Street, concealed by substantial mature hedgerow and trees, and accessed off a private drive and driveway along the northern boundary of the site with extensive gardens to the south and west.



Fig 1: Google Maps Image showing Old Vicarage in red

3.0 HISTORY:

3.1 Old Vicarage is included in the Statutory List, listed Grade II.

Statutory Address: THE OLD VICARAGE, LYNWICK STREET

County: West Sussex

District: Horsham (District Authority)

Parish: Rudgwick

National Grid Reference: TQ 08891 34323

Details: C17 or earlier timber-framed building, restored, refaced and enlarged in the C19. The only piece of old work visible in the exterior is a tiny piece of framing with painted brick infilling on the ground floor of the north front. Otherwise, the house has been refaced with painted brick on the ground floor and fish scale tiles above. Tiled roof. Casement windows. The north front has a gable with scalloped bargeboards at the east end and 2 gabled dormers. Two storeys. Three windows. At the west end is a C19 addition of one window-bay with a large gable over.

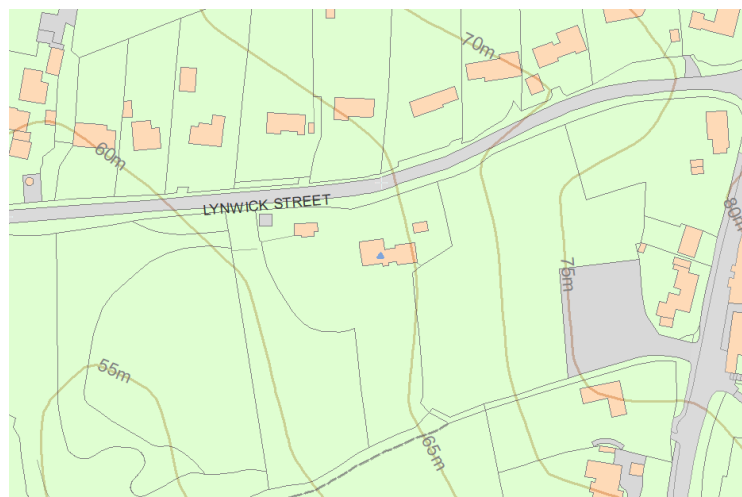


Fig 2: Statutory Listing Map

3.2 The Old Vicarage has been developed over the centuries, which from assessment of historical maps, photos and site inspection, is understood to include;

- The original central bays running east-west, with Georgian extension on the eastern end. Built in quick succession. (Historic rafters visible within the loft space)
- Western parallel range added to the northern side of the original during C19th.
- Victorian western cross wing running north-south.
- Modern single storey extension to the east end.

Further alterations were made to the eastern cross wing running north-south, which for a time included an integral garage, and today is converted into a play room with a modern catslide single storey extension on the eastern end.

- 3.3 The Old Vicarage was converted into the residence of the Parish Church Vicar in 1880 (at the time of the Victorian extension to the west) until the early C20th, and was sold into private ownership at this time.



Fig 3: Floor Plan of the Old Vicarage, indicating the historic progression of the dwelling

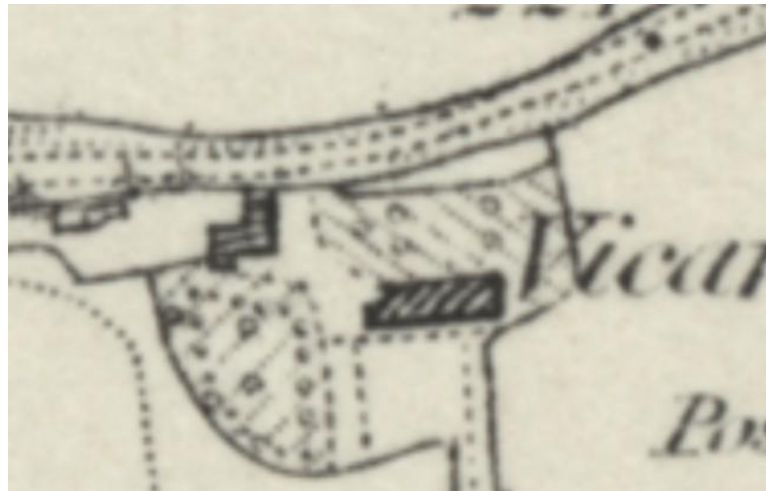


Fig 4: 1830-1880 OS map showing the Old Vicarage

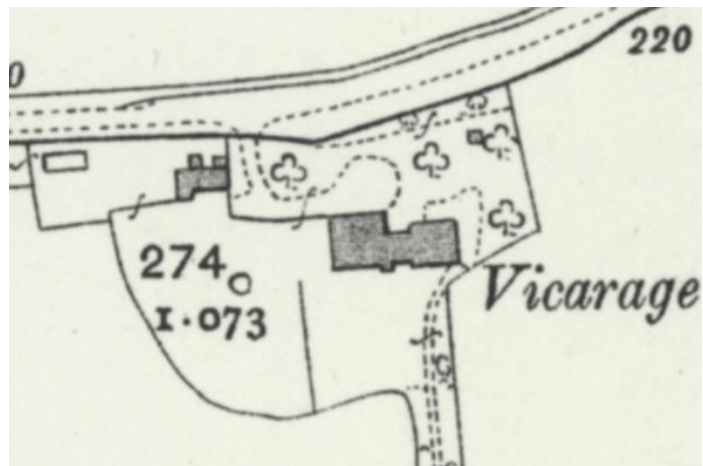


Fig 5: 1892-1914 OS Map showing the Old Vicarage

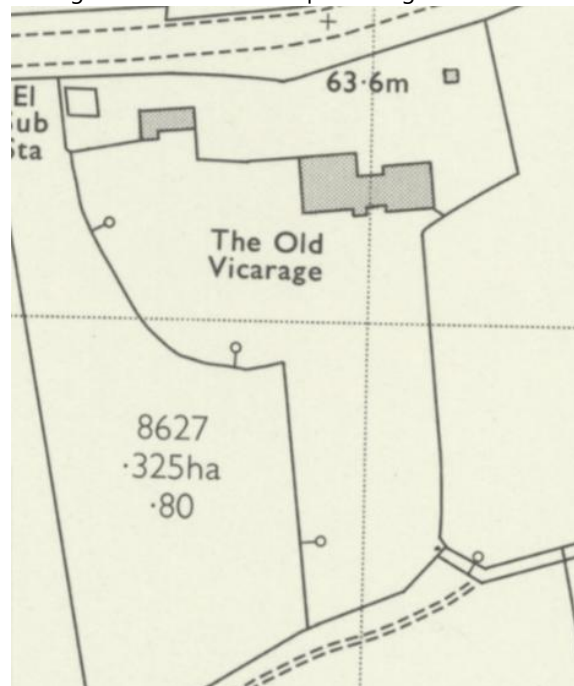


Fig.6 1944-1975 OS Map showing the Old Vicarage



Fig.8 photo of the rear south elevation in 1907 when Rev Ben Drudy was still the long-standing Vicar



Fig.9 photo of the property in 1964



Fig.10 photo of the property in 2005

4.0 PLANNING HISTORY:

4.1 The following historic Planning applications were found on the property:

Application ref:	RW/39/00
Application Date:	12 Aug 2000
Proposal:	Erection of a double garage/workshop with games room/study loft above
Status:	Permitted
Application ref:	RW/101/99
Application Date:	28 Jan 2000
Proposal:	Erection of a double garage with store and games room/study in loft
Status:	Refused

5.0 EXISTING FABRIC ANALYSIS:

5.1 Front, north elevation

The front elevation of the Old Vicarage faces the driveway and house approach to the north.

The elevation presents the stages of development of the property with the original range centrally offset back with a dormer window (a later addition), the early C19th parallel range in front to the right, and the west (Victorian) cross wing and eastern cross wing of earlier construction date defining the end of the dwelling with gable ended roofs.

At ground floor level walls are finished in red brickwork in Flemish bond to the Victorian western additions, centrally the original form includes exposed timber framing stone plinth and modern brick infill in stretcher bond in paint finish, and the eastern gable is modern brick in stretcher bond painted where an integral garage has been later infilled. At first floor level the property is tile hung in red/orange Club tiles (to original bays and eastern wing) and also scalloped tiles (Victorian addition only) which is typical for the West Sussex area. The top of the gable to the western range includes exposed timber framework with brick infill in herringbone pattern.

Roof pitches are gable finished in red/brown plain clay tiles with pointed and beaded detail ridge tiles and wooden finials at gable ends. Gable projections include timber fascia and verges in white paint finish with scalloped detail. 2no brick chimney stacks are visible in the roof scape.

All windows and doors are timber framed casement in white paint finish.



Fig.10 photo of the existing front elevation

5.2 Side, east elevation

Includes the eastern roof pitch to the eastern wing, leading down into a modern mono-pitched extension all under a plain clay tile roof. Walls are in modern brick in stretcher bond painted. All windows and doors are timber framed casement in white paint finish.

5.3 **Rear, south elevation**

The rear elevation faces the rear gardens to the south. With the original bays centrally offset back with 2no. dormer windows (later additions), timber framed gable open porch (modern addition) to the original front door, and the east and west cross wings defining the end of the dwelling with gable ended roofs.

At ground floor level walls are finished in red brickwork in Flemish bond to the Victorian western wing, with modern infill brickwork to the central and eastern wings in white paint finish.

At first floor level the property is tile hung in red/orange Club tile, with scalloped tile bands within Victorian wing. The top of the gable to the western range includes exposed timber framework with brick infill in herringbone pattern.

Roof pitches are all gable finished in red/brown plain clay tiles with pointed detail ridge tiles and wooden finials at gable ends. Gables include timber facia and verges in white paint finish with scalloped detail. 2no brick chimney stacks are visible in the roof scape. All windows and doors are timber framed casement in white paint finish.



Fig.11 photo of the existing rear elevation

5.4 **Side, west elevation:**

The western side elevation comprises the Victorian cross wing, with red brickwork in Flemish bond at ground floor level and red clay Club and scalloped tile hanging at first floor level.

Windows include timber framed casement windows in white paint finish, with projecting bays at ground floor level under red clay Club tile roofs.

The gable roof runs north-south in plain clay tiles with the distinctive pointed ridge tile detail and central brick-built chimney stack.



Fig.12 photo of the existing side elevation

5.3 Assessment of Heritage Value

The Heritage Value of the existing is assessed with '5' at the highest value and '0' the least.

A detailed site inspection revealed:

Element	Description	Heritage Value
Externally:		
- Front elevation	original form visible centrally exposed timber frame largely intact, Victorian additions to W, E end heavily adapted C20. Externally refinished to full extent C19	2
- E Side elevation	Modern single storey addition encasing original frame (now internal).	0
- W Side elevation	Victorian Wing form intact, rh bay addition C20.	2
- Rear elevation	original form centrally exposed largely intact, C19 dormers, frame largely intact Victorian additions to W, E end heavily adapted C20. Externally refinished to full extent C19	3
Internally:		
- Roof	original form visible within the central bay over kitchen, and eastern cross wing.	4

The existing property is largely Victorian in appearance, a typical country house of this time period, and has been externally refinished. Good quality materials and workmanship have been used, which is very attractive but not of high Heritage Value.

Heritage Value is derived from the properties historic use as the Vicarage to Holy Trinity Church within Rudgwick Village.

The Historic core, which can be viewed within the loft space over the original cottage (original Hall House, although no blackening of rafters was seen) and seen internally within the eastern catslide addition, is of higher historic architectural interest.

6.0 PROPOSAL:

6.1 The Old Vicarage is a Designated Heritage Asset. The assessment directs that the existing property has undergone many modern alterations and adaptations. This application is for roof and window repair works only, and no further alterations are proposed to the Heritage Asset.

6.2 Roof:

The proposal is to strip the existing clay tile roof finish and re-lay the roof in 'like-for-like' clay roof tile finish to the full extent of the property. With the existing clay tiles re-used wherever possible and practical and matching replacement tiles sought to complete the roofscape. The build-up will include retention of all existing timber rafters (Historic or otherwise), maintaining any existing Historic patina and undulations to the roof form which have occurred over time adding to the character and story of the property.

Heritage Impact Assessment: Managed Impact on the Heritage of the building.

Specification of proposed External Materials

Roof:

- **existing:** The existing roof tile is a machine-made flat tile with no camber; it is a cold roof construction with a bitumen felt membrane (dating the roof relay at around 1950-1990).



Fig.13 The existing roof finish

- **proposed:** traditional plain clay roof tiles. Existing roof tiles to be reused and re-laid wherever possible.
- **material:** Sandtoft Clay Roof Tiles Barrow Dark Rusper, Buckingham or the Alban Sussex Blend
- **finish:** sand coated clay tile.
- **colour:** to be in keeping with the existing roof tiles to the house, opting for a tile which is not pre-weathered and softens through natural discolouration.



Fig.14 Sandtoft Barrow Dark Rusper



Fig.15 Sandtoft Buckingham



Fig.16 Sandtoft Alban Sussex Blend

6.3 Rainwater Goods:

The proposal is to refinish and fix rainwater goods where required. It is proposed that if replacement is required it will be in black cast aluminium/iron.

7.0 HERITAGE STATEMENT:

7.1 Local Planning Authorities are required to assess a proposal affecting heritage assets strictly in accordance with 'Section 16. Conserving and enhancing the historic environment' in which four tests are set down:

190 – *'Local Planning Authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.'*

Para. 201 guides *'Not all elements of a Conservation Area will necessarily contribute to its significance'*. The same should be taken to apply to a Heritage Asset.

The proposal includes relaying the existing roof to maintain the Heritage Asset and its contribution to the setting for the future and public benefit.

193 – *'When considering the impact of a proposed development on the significance of a heritage asset, great weight should be given to the asset's conservation. This is irrespective of whether any potential harm amounts to substantial harm Or less than substantial harm to its significance.'*

No alterations are proposed. The proposal amounts to no substantial harm and at the lower end.

196 – 'Where a development proposal will lead to less than substantial harm to the significance of the heritage asset, this

The Old Vicarage has been a dwelling for many centuries and has undergone alterations, adaptations and configurations to fulfil the changing requirements of the society. This proposal is to maintain the Heritage Asset and prevent loss and damage to the fabric.

7.2 In addition to these tests:

189 – *'an applicant to describe the significance of any heritage asset affected, including any contribution made to its setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance.'*

The Old Vicarage is Listed Grade II.

Clause 200 refers to setting which is as important in the conservation of a heritage asset as the original fabric itself.

The proposal makes no change to the setting of the Old Vicarage, but repairs the existing fabric to maintain the building for the benefit of the building and its setting.

7.3 **ICOMOS Protocol:** The Protocol is used for additional assessment:

Practical

- a - *'read a monument, ensemble or site and identify its emotional, cultural and use significance. Refer to sections 2 and 3.*
- b - *'understand the history and technology of monuments, ensembles or sites in order to define their identity, plan for their conservation, and interpret the results of this research' Refer to sections 2 and 3.*
- c - *'understand the setting of a monument, ensemble or site, their contents and surroundings, in relation to other buildings, gardens or landscapes' Refer to Design & Access Statement.*
- d - *'find and absorb all available sources of information relevant to the monument, ensemble or site being studied' Refer to sections 2 and 3.*
- e - *'understand and analyze the behaviour of monuments, ensembles and sites as complex systems' Refer to Design & Access Statement.*

8.0 SUPPORTING DOCUMENTATION:

8.1 Plans and information submitted in support of the application comprise the following:

- 26054-100: Existing Site Plan and Site Location Plan
- 26054-110: Existing Floor Plans
- 26054-111: Existing Roof Plan
- 26054-120: Existing Elevations
- 26054-200: Proposed Site Plan and Site Location Plan
- 26054-210: Proposed Floor Plans
- 26054-211: Proposed Roof Plan
- 26054-220: Proposed Elevations

9.0 CONCLUSION:

9.1 The proposal is to undertake repair and relaying roof Works which require Listed Building Consent, in order to maintain the fabric and the Heritage Asset.

9.2 The Old Vicarage is originally C17th property which has evolved over the centuries to adapted to suit the changing needs of the occupiers, with numerous alterations and additions, demolitions, adaptations during the C18, C19, and 20th. There are no further proposed alterations included within this application.

- 9.3 The proposed changes result in the improvement of the fabric of the property, and improve and maintain the fabric and Heritage Asset.
- 9.4 The proposal seeks to create solutions which respect the historic fabric of the building, and enhance its use and functionality as a C21st home.