

DATED

2026

STATUTORY DECLARATION

OF

RICHARD KEELING

RELATING TO

THE GARAGE AT NEW HOUSE SINNOCKS WEST CHILTINGTON PULBOROUGH RH20
2JX

RUSSELL-COOKE LLP
2 Putney Hill
London
SW15 6AB

Tel: (0)20 8394 6462
Hebe.Robinson@russell-cooke.co.uk

IN THE MATTER OF THE STATUTORY DECLARATIONS ACT 1835

AND IN THE MATTER OF

NEW HOUSE SINNOCKS WEST CHILTINGTON PULBOROUGH RH20 2JX (the
"Property")

I, Richard Keeling of New House, Sinnocks, West Chiltington, Pulborough, RH20 2JX do solemnly and sincerely declare as follows:

1. I make this statutory declaration from facts within my own knowledge except where otherwise stated. Where information has been passed to me by any person then I identify the source of my information and verily believe it to be true.
2. I make this statutory declaration in support of an application for a certificate of lawfulness of existing use and development (the "**Application**") in respect of the Property and to evidence that the converted garage at the Property has been in use as a living room since October 2015.
3. I have particular knowledge to make this statutory declaration as I built the Property and lived there from September 2006.

Property

4. The Property is a modern home which I constructed between 2005- 2006 pursuant to planning permission with reference DC/04/1791 at **Exhibit RK1** and is as described in the amended plans submitted as part of the planning application at **Exhibit RK2**. I have lived there as my private residence since this time.

Development of the Garage

5. Originally the Property was constructed with a spacious space to be used as a garage with openings for large double doors at the front of the Property (the "**Garage**"). I had originally intended to create a vehicle ramp up to the doors of the Garage and install garage doors as the final stage of the works, but there was no urgent need to complete these works. Due to the cost and disruption of adding the ramp and the doors, I postponed this stage of the Garage works.
6. As a temporary measure, I left the openings in the Garage boarded up. The boarding is visible in the background of **Exhibit RK3**, and the photograph information records that the image was taken on 14 May 2014 (though the openings were boarded up from at the latest around March 2006).
7. Over time, I realised that the Garage was not required for the storage of vehicles as there was plenty of space for parking on the driveway in front of the Property. There were already windows and a part-glazed external door offering daylight into the Garage. I put down a temporary floor covering and I started to use the Garage as additional living space for my family in around November 2006.
8. I decided to formally convert the Garage into a more comfortable living space in 2015. I took the first step to install windows in the openings for the Garage doors. The windows were installed by 11 May 2015 as can be seen in the image and image information at **Exhibit RK4**.
9. I took the following steps to convert the Garage into a living space:

- (a) Bricked and blocked up the space underneath the new windows;
 - (b) Plaster-boarded the bare blockwork on the Eastern wall;
 - (c) Painted the walls;
 - (d) Installed oak wooden flooring, skirting boards and radiator covers;
 - (e) Installed a wall-mounted television; and
 - (f) Moved furniture such as a bookshelf into the new living room.
10. These changes are apparent from **Exhibit RK5** which shows the interior of the Garage with decoration, the finished flooring and furniture including a bookshelf and television. These works had taken place by 27 October 2015, as is apparent from the photograph information included in **Exhibit RK5**. The window to the new living room can be seen open in **Exhibit RK6**, so the room was in use by 22 October 2015 as per the date recorded in the photograph information.
11. Throughout the period October 2015 to October 2025, I can confirm that the former Garage has been in continuous use as a living space. This use has not been interrupted or concealed during this time.

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declaration Act 1835

Declared by the above

At 24-26 High Street
Stonington RH20 4DU
This 25 day of Feb 2026

Before me

~~Commissioner for Oaths or Solicitor empowered to administer Oaths~~

ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK1" in the statutory declaration of Richard
Keeling.

SWORN.....

NAME..... *Richard Keeling*

This *25* day of *Feb* 2026

BEFORE ME
(signature)

(name)

ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230



**Horsham
District
Council**

Park House, North Street, Horsham, West Sussex, RH12 1RL
Tel: (01403) 215100 Fax: (01403) 215198 (Calls may be recorded)
www.horsham.gov.uk DX 57609 HORSHAM - 6
e-mail: planning@horsham.gov.uk

Ray Wright
Head of Development

Personal callers and deliveries please come to Park North

Application Number: DC/04/1791

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 1995

Bayley And Willmer
64 Lower Street
Pulborough
West Sussex
RH20 2BW

On behalf of: Ms L Funell And Mr R Keeling

In pursuance of their powers under the above-mentioned Act and Order, the Council hereby notify you that they PERMIT the following development, that is to say:

Replacement dwelling

Fly Farm Sinnocks West Chiltington Pulborough

to be carried out in accordance with Plan and Application No. DC/04/1791 (as modified by the under-mentioned conditions, if any) submitted to the Council on 12/08/2004 and subject to compliance with the conditions specified hereunder.

HEAD OF DEVELOPMENT

Date: 05/10/2004

- 1 The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 2 No development shall be commenced unless and until a schedule of materials and samples of such materials and finishes and colours to be used for external walls and roofs of the proposed buildings(s) have been submitted to and approved by the Local Planning Authority in writing and all materials used shall conform to those approved.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality in accordance with policy EDC1 of the Horsham District Local Plan 1997.

- 3 Upon the occupation of the building hereby permitted the existing dwelling and caravan shown on the approved plans shall cease to be used for residential purposes and within a period of 2 months thereafter such existing buildings/caravans shall be demolished/removed and all materials arising from such demolition removed from the site.

Reason: To accord with the terms of the permission having regard to the policy CS20 of the Horsham District Local Plan 1997 on the replacement of dwellings in the countryside.

- 4 The garage hereby permitted shall be used as a private domestic garage in connection with the approved dwelling only for no other purpose.

Reason: To accord with the terms of the permission having regard to the policy CS20 of the Horsham District Local Plan 1997 on the replacement of dwellings in the countryside and to ensure that satisfactory provision is made for the parking of vehicles.

- 5 The dwelling hereby permitted shall not be occupied until space has been laid out within the site in accordance with details approved by the Local Planning Authority for the turning of vehicles clear of the public highway and such space shall not thereafter be used other than as a turning area.

Reason: In the interests of road safety and in accordance with policy TU5 of the Horsham District Local Plan 1997.

- 6 Notwithstanding the provisions of Article 3 of the Town and Country Planning (General Permitted Development) Order 1995 (or any order amending or revoking and re-enacting that Order with or without modification) no development falling within Classes A B C and E of Part 1 of Schedule 2 to the order shall be erected constructed or placed within the curtilage(s) of the dwelling(s) hereby permitted so as to enlarge improve or otherwise alter the appearance or setting of the dwelling(s) unless permission is granted by the Local Planning Authority pursuant to an application for the purpose.

Reason: To accord with the terms of the permission having regard to the policy CS20 of the Horsham District Local Plan 1997 on the replacement of dwellings in the countryside.

- 7 Prior to being discharged into any watercourse, surface water sewer or soakaway system, all surface water drainage from parking areas and hardstandings shall be passed through trapped gullies to BS 5911:1982 with an overall capacity compatible with the site being drained.

Reason: To prevent pollution of surface water.

- 8 No works or development shall take place until full details of all (hard and soft landscaping works) and the proposed times of planting have been approved in writing by the Local Planning Authority and all (soft landscape works) shall be carried out in accordance with those details and at those times. Any plants which within a period of five years from the time of planting die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason: To ensure a satisfactory development and in the interests of amenity and in accordance with policy EDC2 of the Horsham District Local Plan 1997.

- 9 No development shall take place until details of screen walls and/or fences have been submitted to and approved in writing by the Local Planning Authority and no dwellings/buildings shall be occupied until such screen walls and/or fences associated with them have been erected. Thereafter the screen walls and/or fences shall be retained as approved and maintained in accordance with the approved details.

Reason: In the interests of amenity in accordance with policy EDC1 of the Horsham District Local Plan 1997.

This decision is based on the following submitted plans/documents:

Location plan Drwg no. 04A Received 12th August 04
Block plan Drwg no. 04A Received 12th August 04
Floor plan Drwg no. 08 Received 12th August 04
Elevations Drwg no. 09 Received 12th August 04
Elevations Drwg no. 10 Received 12th August 04

Note to Applicant:

In making this decision the Council has had regard to the following policy(ies) from the Horsham District Local Plan/West Sussex Structure Plan:

G1 G5 CS20 EDC1

REASONS FOR GRANTING PLANNING PERMISSION:

- 1 The proposal would not be obtrusive in the landscape or harmful to the visual quality of the area.

N.B. IT IS IMPORTANT THAT YOU SHOULD READ THE NOTES ENCLOSED WITH THIS FORM.

EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

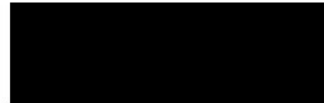
Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK2" in the statutory declaration of Richard Keeling.

SWORN.....

NAME.....



Richard Keeling

This *25* day of *Feb* 2026

BEFORE ME
(signature)



(name)

ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

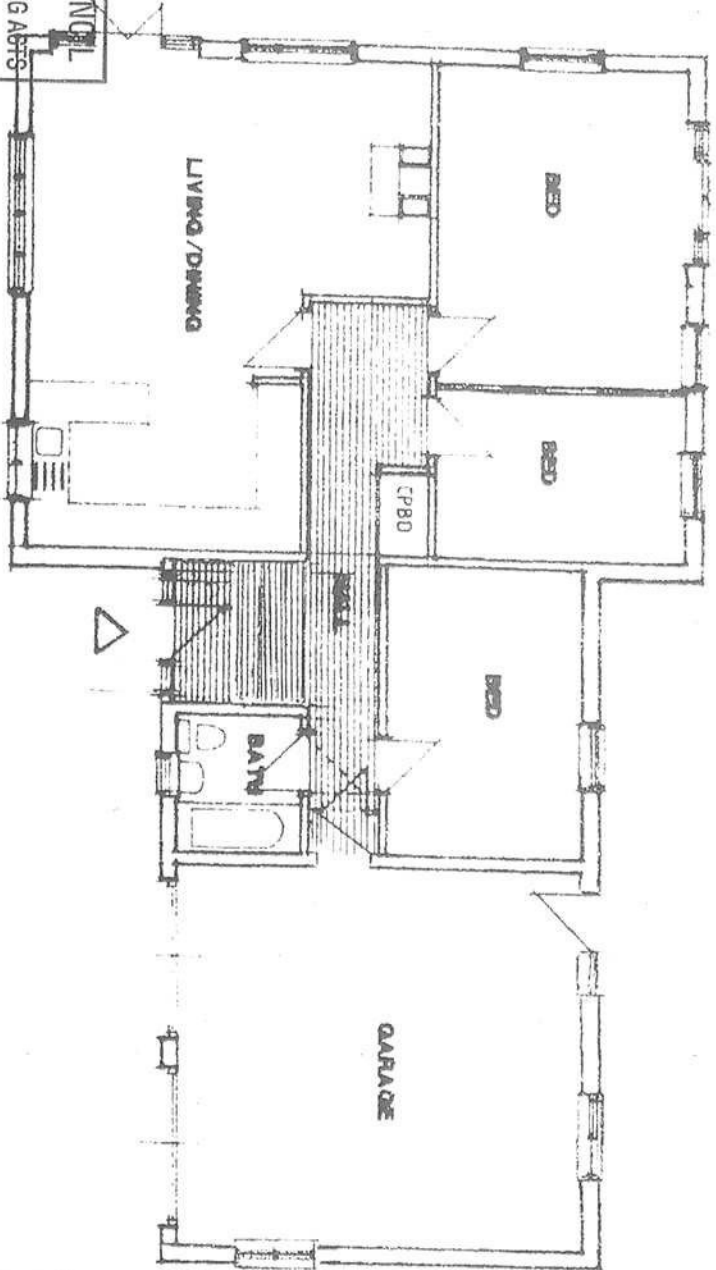
RK2

HORSHAM DISTRICT COUNCIL
APPROVED
UNDER TOWN & COUNTRY PLANNING ACTS

26 MAY 2005

MINOR AMENDMENT

APPL. No. DC/04/1791



Richard Keeling & Lucy Funnell

Fly Farm

The Sinnocks

West Chiltington

West Sussex

RH20 2JX

07968 040991

Drawing:
Planning : Plan View

Scale
1:100

Purpose
Minor amendment to
Front door

Date
May 17th 2005

AC:
Replacement Dwelling

HDC reference No
DC/04/1791

Fly Farm
The Sinnocks
West Chiltington

EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK3" in the statutory declaration of Richard Keeling.

SWORN.....

NAME.....

Richard Keeling

This *25* day of *Feb* 2026

BEFORE ME
(signature)

(name)

ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

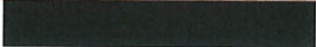


EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK4" in the statutory declaration of Richard Keeling.

SWORN.....

NAME.....*Richard Keeling*

This *25* day of *Feb* 2026

BEFORE ME
(signature)



(name)

.....
ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

[REDACTED]

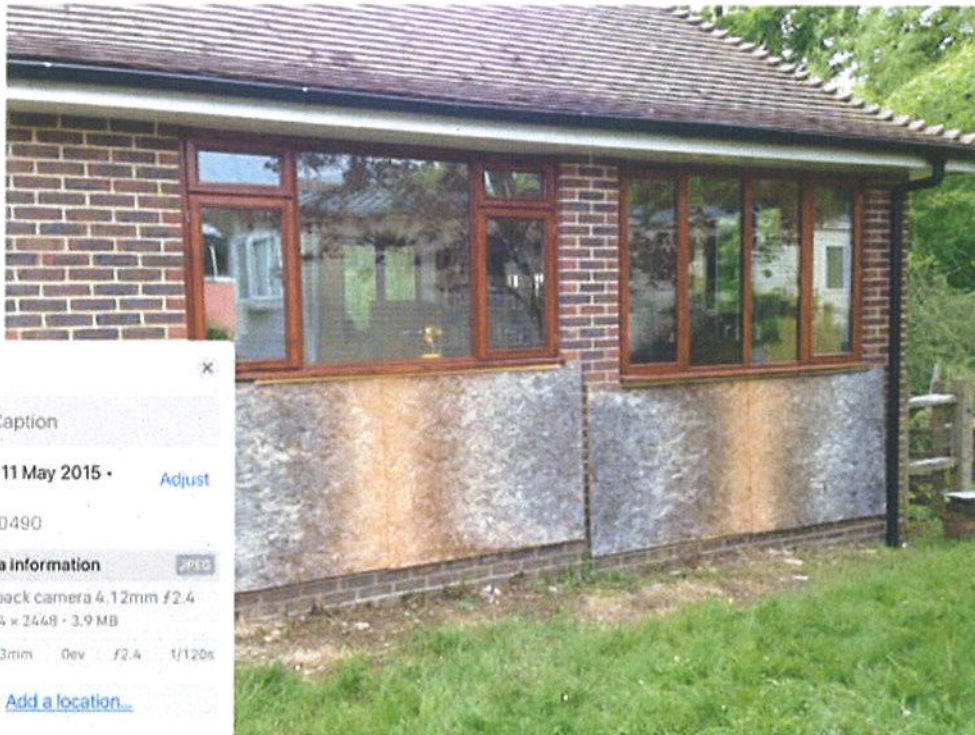
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20:40 Sun 15 Mar

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Info

Add a Caption

Monday • 11 May 2015 • 11:23

Adjust

IMG_0490

No camera information

JPEG

iPhone 5 back camera 4.12mm f2.4
8 MP • 3264 x 2448 • 3.9 MB

ISO50 33mm 0ev f2.4 1/120s

[Add a location...](#)



Included in 2 albums



[REDACTED]

EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK5" in the statutory declaration of Richard Keeling.

SWORN.....

NAME.....

Richard Keeling.

This *25* day of *Feb* 2026

BEFORE ME
(signature)

(name)

.....
ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

[REDACTED]

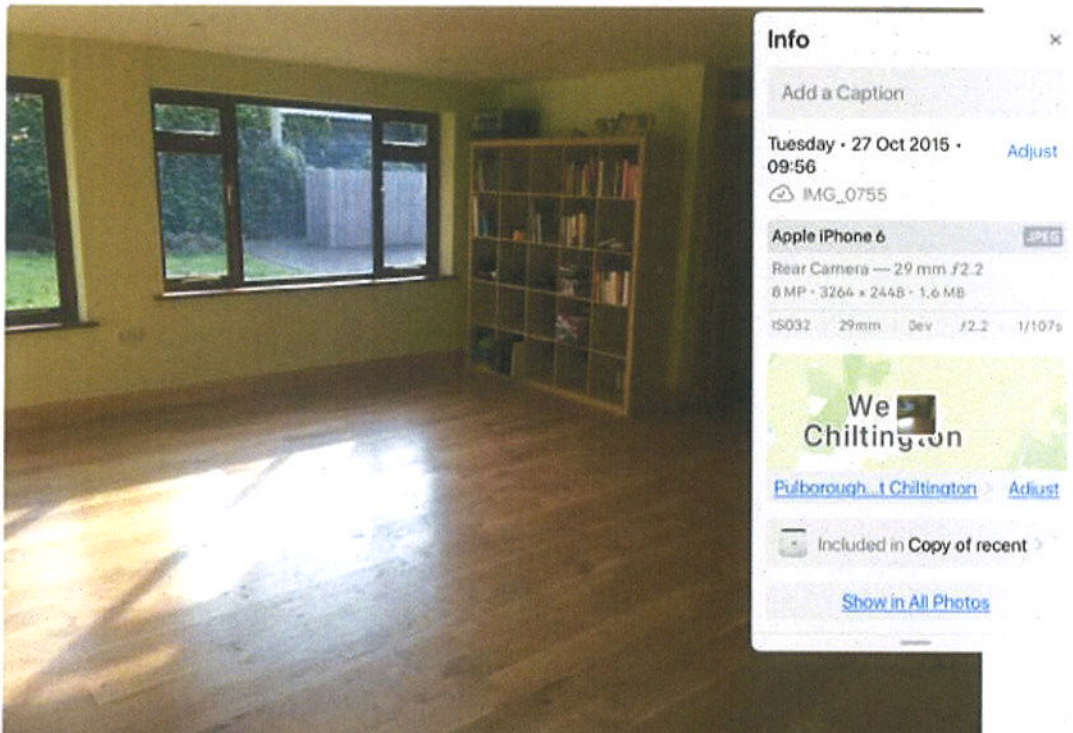
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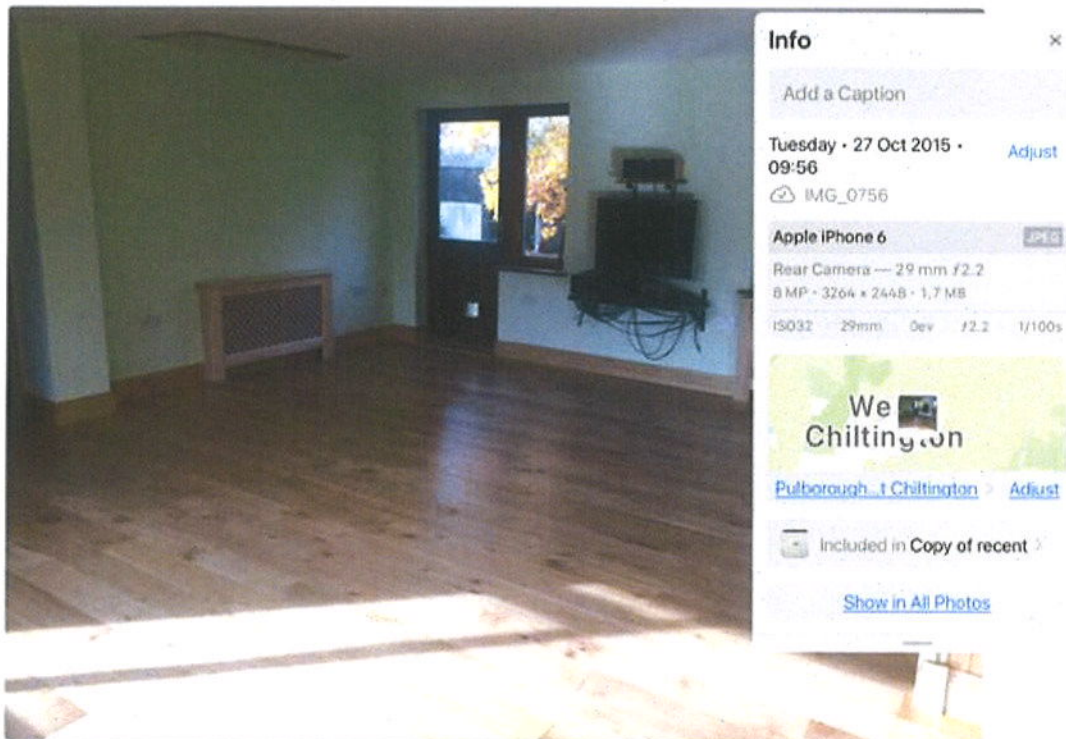
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EXHIBIT TO STATUTORY DECLARATION

by

RICHARD KEELING

Relating to

New House Sinnocks, West Chiltington, Pulborough RH20 2JX

This is the Exhibit referred to as "RK6" in the statutory declaration of Richard Keeling.

SWORN.....

NAME.....*Richard Keeling*

This *25* day of *Feb* 2026

BEFORE ME
(signature)

(name)


ANGELA PAYNE
ASSOCIATE CHARTERED
LEGAL EXECUTIVE
CILEX 39230

[REDACTED]

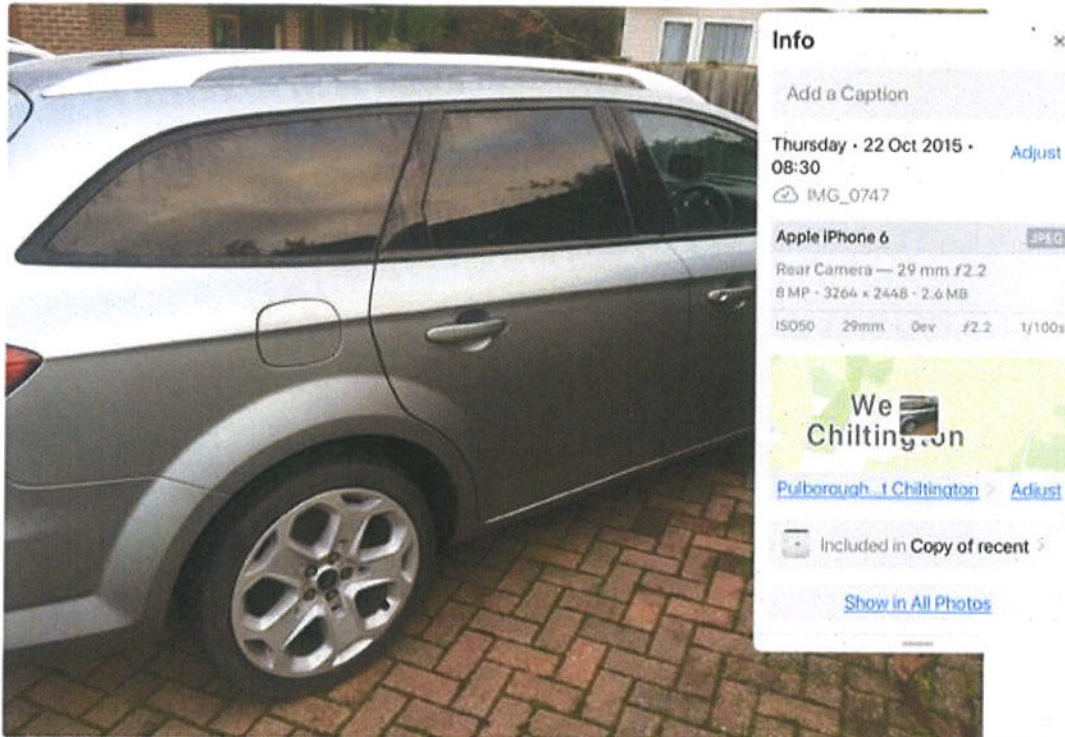
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