



**Horsham
District
Council**

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0578

Lock House, Lock, Partridge Green, Horsham, West Sussex, RH13 8EG

DESCRIPTION:

Conversion of central unit (unit 2) into 2no. residential units, with the erection of an orangery extension. (Listed Building Consent).

DESCRIPTION OF THE SITE

The application site comprises Lock House, a substantial Grade II Listed country house situated to the west of Partridge Green and lying outside any defined built-up area. The site is therefore located within the countryside for planning policy purposes.

Lock House is set within extensive grounds of approximately 10.3 hectares and occupies an elevated position within a landscaped parkland setting that slopes generally towards the south-east. The wider estate contains a number of ancillary buildings, including former garage buildings, guest accommodation, a tennis pavilion, swimming pool complex, tennis court and areas of managed parkland, together with mature trees, ornamental planting and open grassland.

Access to the site is obtained from Lock Lane, a private road extending eastwards to Bines Road. The northern part of the wider estate includes an access track passing through Grants Copse, an area of Ancient Woodland located to the north-west of the principal building. Woodland also forms part of the site's northern boundary.

Lock House dates from the early twentieth century and was extensively remodelled during the 1930s and 1940s. The building is listed at Grade II and derives its significance from its vernacular revival architectural character, its surviving high-quality interiors, and its historic function as a large country house within a parkland setting. The property was subsequently used as the Convent of the Visitation before being converted back into residential use.

Planning permission and Listed Building Consent were granted under references DC/25/0037 and DC/25/0038 for the subdivision of Lock House into three dwellings and the conversion of the garage block and flat into a separate dwelling. These permissions are currently being implemented. Accordingly, the application relates specifically to the approved central dwelling (Unit 2), which occupies the principal section of the listed building and contains many of the building's most significant historic interiors.

The application seeks to further subdivide Unit 2 into two separate residential units. The resulting development would increase the number of dwellings within the principal building from three to four. Nearby residential properties are located approximately 100m to the south-west and up to 350m to the south-east, with the wider site retaining its established parkland character and relationship with the surrounding countryside.

DESCRIPTION OF THE APPLICATION

The application seeks Listed Building Consent for the further subdivision of the approved central dwelling (Unit 2) within Lock House, a Grade II Listed Building, to create 2no. self-contained residential dwellings. Unit 2 was previously approved as part of the wider conversion of Lock House into 3no. dwellings under planning permission DC/25/0037, which is currently being implemented. The proposal would increase the number of dwellings within the principal listed building from three to four.

The proposed works comprise internal alterations to facilitate the subdivision of Unit 2, including the formation of a new vertical separation between the eastern and western sections of the dwelling and associated alterations to circulation spaces. The proposal would retain the majority of the existing historic room layout and significant interior features, with relatively limited intervention to the listed fabric.

RELEVANT PLANNING HISTORY:

DC/26/0027	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Listed Building Consent).	Application Permitted on 23.03.2026
DC/26/0026	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Householder Application).	Application Permitted on 23.03.2026
DISC/25/0404	Approval of details reserved by condition(s) 3 to approved application DC/25/0359.	Application Permitted on 10.02.2026
DC/25/1882	Erection of a new build coach house building to be used as a holiday cottage. (Listed Building Consent).	on
DC/25/1881	Erection of a new build coach house building to be used as a holiday cottage. (Full Application).	on
DC/25/1539	Prior notification for the erection of an agricultural barn.	Prior Approval Required and PERMITTED on 14.11.2025
DISC/25/0085	Approval of details reserved by conditions 3, 5, 6 and 8 to approved application DC/25/0037.	Application Permitted on 01.08.2025
DISC/25/0084	Approval of details reserved by conditions 2a(i), 2b, 2c and 2d to approved application DC/25/0038.	Application Permitted on 18.07.2025
DC/25/0360	Conversion of 2no. existing buildings to holiday let use. (Listed Building Consent).	Application Permitted on 16.06.2025
DC/25/0359	Conversion of 2no. existing buildings to holiday let use. (Full Application).	Application Permitted on 16.06.2025
DC/25/0038	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Listed Building Consent).	Application Permitted on 07.03.2025
DC/25/0037	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Full Application).	Application Permitted on 07.03.2025
DC/24/1668	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Listed Building Consent).	Application Refused on 17.01.2025
DC/24/1667	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Full Application).	Application Refused on 17.01.2025
DC/24/0609	Conversion of existing dwelling into 5No. dwellings, replacement of existing garage and flat with 1No. dwelling, and erection of 7No. dwellings as enabling development (Listed Building Consent)	Withdrawn Application on 02.10.2024
DC/24/0608	Conversion of existing dwelling into 5No. dwellings, replacement of	Withdrawn Application

PE/23/0239	existing garage and flat with 1No. dwelling, and erection of 7No. dwellings as enabling development (Full Application) Enabling development of 4 No. residential units to fund repair and conversion of listed building to optimal viable use	on 02.10.2024 Pre-Application Advice Given on 30.01.2024
DC/26/0577	Conversion of central unit (unit 2) into 2no. residential units (Full Application).	on

RELEVANT PLANNING POLICIES

National Planning Policy Framework (NPPF) (2026)

Horsham District Planning Framework (HDPF 2015):

Policy 34 - Cultural and Heritage Assets

West Grinstead Neighbourhood Plan (2021):

No Policies Relevant

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

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

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:

INTERNAL CONSULTATIONS

HDC Conservation: No Objection (17.06.2026)

Following the appeal decision that allowed conversion to five dwellings (DC/24/1667 & 1668) I am satisfied the current proposal will be no more harmful and do not object. I include the conditions attached to the successful appeal.

Parish Comments:

West Grinstead Parish Council: No Objection (05.06.2026)

Subject to Heritage Officer Comments

Representations:

No letters of Objection or Support have been 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

Heritage

Policy 34 of the Horsham District Planning Framework (HDPF) recognises that heritage assets are an irreplaceable resource and promotes the positive management of heritage assets within the District. Development affecting heritage assets should reinforce the special character of the District's historic environment through appropriate siting, scale, form and design, including the use of traditional materials and techniques. Development should preserve and ensure the continued legibility of locally distinctive vernacular building forms and their settings, features, fabric and materials. Policy 34 also seeks to secure the viable and sustainable future of heritage assets through uses that are consistent with their significance whilst retaining and enhancing their setting.

In addition, Policies HE4, HE5 and HE6 of the National Planning Policy Framework (2026) require heritage assets to be conserved in a manner appropriate to their significance. Development proposals affecting designated heritage assets should avoid or minimise harm to significance, with any harm requiring clear and convincing justification. Substantial weight should be given to the conservation of designated heritage assets, whilst harm to significance must be weighed against the public benefits of a proposal.

Lock House is a Grade II Listed Building comprising a substantial country house dating from circa 1900, with significant additions and remodelling undertaken during the 1930s and 1940s, together with later alterations undertaken during its use as a convent. The significance of the building derives from both its architectural quality and its historic function as a country house set within a parkland landscape. Particular significance is also derived from the high-quality interior detailing associated with the 1940s remodelling undertaken for the Harvey family.

The proposal seeks the further subdivision of the approved central dwelling (Unit 2) within Lock House to create two residential units. The works involve relatively limited physical intervention to the historic fabric of the building and largely mirror elements of the subdivision previously assessed by the Planning Inspector as part of the appeal scheme for the conversion of Lock House into five dwellings. The proposal would retain the principal historic rooms, interior detailing and architectural features that contribute significantly to the building's special interest.

The Planning Inspector's decision on appeals APP/Z3825/W/25/3359623 and APP/Z3825/Y/25/3359626 is a highly material consideration in the determination of the current application. In assessing the five-dwelling scheme, the Inspector concluded that the subdivision of the building would alter the historic relationship between the principal family accommodation and former service areas, resulting in harm to the hierarchy of spaces within the building and thereby causing less than substantial harm to the significance of the listed building. However, that harm was found to lie at the lower end of the less than substantial spectrum.

The Inspector further concluded that the extensive marketing of Lock House had demonstrated that its continued occupation as a single dwelling was not commercially viable and that subdivision represented the optimum viable use of the heritage asset. The Inspector attached significant weight to the public benefits arising from securing the long-term viable use of the listed building and from the contribution of additional housing towards the District's housing needs. On balance, those public benefits were found to outweigh the identified heritage harm.

In the present case, the Council's Design and Conservation Officer has reviewed the proposal and raises no objection. It is noted that the current scheme would result in four dwellings within the principal listed building rather than the five dwellings previously allowed at appeal. The Conservation Officer is satisfied that the proposal would result in no greater harm to the significance of the listed building than the appeal scheme and that the previously agreed conditions controlling detailing, materials and historic fabric are capable of ensuring that the special architectural and historic interest of the building is appropriately safeguarded. The proposal is therefore considered to fall within the parameters of development that have already been accepted through the appeal process.

Having regard to the appeal decision, it is considered that the proposal would result in no greater than lower-end less than substantial harm to the significance of the Grade II Listed Building. In accordance with Policy HE6 of the NPPF, this harm must be weighed against the public benefits of the proposal. In this respect, significant weight is afforded to the continued securing of the optimum viable use of this designated heritage asset, together with the provision of an additional dwelling within the District at a time when the Council cannot demonstrate an adequate housing land supply. These public benefits are considered to outweigh the limited heritage harm identified.

For these reasons, whilst the proposal would result in lower-end less than substantial harm to the significance of the listed building, that harm is outweighed by the identified public benefits and the proposal is considered to comply with Policy 34 of the HDPF and Policies HE4, HE5 and HE6 of the NPPF.

Recommendation: Application Permitted

Conditions:

- 1 **Standard Time Condition:** The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 2 **Pre-Commencement Condition:** No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:

- a) Drawings to a scale not smaller than 1:5 fully describing:
 - i) new and/or replacement windows, external doors, and new staircases. These drawings must show:
 - materials
 - decorative/protective finish
 - cross section of frame, transom, mullions, glazing bars, etc
 - formation of openings including reveals, heads, sills, arches, lintels, etc
 - method of opening
 - method of glazing
- b) Drawings to a scale not smaller than 1:20 showing internal drainage routes, noting all necessary cutting, chasing and other alteration to historic fabric.
- c) Schedule identifying all doors, doorcases, windows, joinery, panelling, fireplaces and surrounds, decorative plasterwork and other architectural features that are to be altered, relocated, concealed or removed, fully describing the work proposed.
- d) Specification and/or drawings fully describing method of incorporating thermal, fire and sound insulation, describing the effect on the appearance and fabric of historic and architectural features.

Reason: To ensure that the significance of the designated heritage asset, and 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 (2015).

- 3 **Regulatory Condition:** All building works, finishes, and making-good, both internal and external, shall match the relevant existing work in respect of method, detail, and finished appearance. Where new materials are to be used externally, the colour match shall make allowance for future weathering.

Reason: To ensure that the significance of the designated heritage asset, and 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 (2015).

- 4 **Regulatory Condition:** All new partitions shall be scribed around existing ornamental mouldings.

Reason: To ensure that the significance of the designated heritage asset, and 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 (2015).

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/26/0578

(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
Block plan	Proposed Ground Floor	NONE	07.04.2026
Floor plan	Proposed Ground Floor Plan	NONE	07.04.2026
Floor plan	Proposed Ground Floor Plan	NONE	07.04.2026
Location plan	Location Plan	NONE	13.05.2026
Floor plan	Proposed First Floor Plan	NONE	07.04.2026
Floor plan	Proposed First Floor Plan	NONE	07.04.2026
Floor plan	Proposed ground	NONE	07.04.2026
Floor plan	Proposed Ground Floor Plan	NONE	07.04.2026
Floor plan	Existing Ground Floor Plan	None	19.08.2026
Floor plan	Existing First Floor Plan	None	19.08.2026

DELEGATED

Case Officer sign/initial Daniel Holmes Date: 20.08.2026

Authorising Officer sign/initial Robert Hermitage Date: 26.08.2026