



CLAREMONT, COPTHORNE BANK, COPTHORNE RH10 3RE

PLANNING STATEMENT & DESIGN STATEMENT

Rev B— 2nd June 2025

INTRODUCTION:

This Design & Access Statement has been prepared by Victoria Mustard Architects to accompany our Planning Application for the conversion and subdivision of Claremont into two semi-detached houses.

Current Use: C3 Residential

Proposed Use: C3 Residential

DESIGNATIONS:

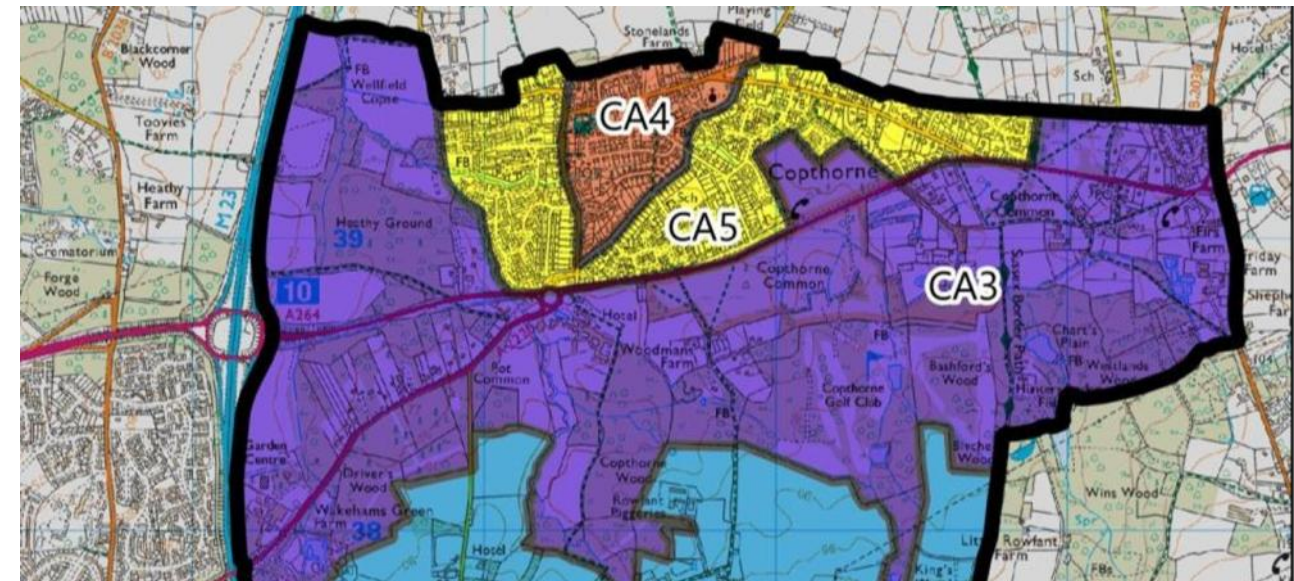
The building and site has no official Designations and is not located with any Conservation Areas.

SIGNIFICANCE AND CONTEXT:

The application site, named Claremont, is located on the North side of Copthorne Bank, opposite Church Road and adjacent to the Copthorne Bank Playground. The building has a plaque en-scribed with 'Claremont 1905'. This used to be the site of the Copthorne village butchers, where James Simmons, Nathan Simmons and later George Charlwood ran their businesses and lived with their families (see photographic & newspaper references). This site forms a recognisable landmark of a bygone era in the village and for that reason has cultural and historic importance.

The site has been identified in the Copthorne Neighbourhood Plan as a Parish Heritage Asset. Protection and enhancement of the positive qualities of this asset is therefore to be given weight in this proposal. The site falls within the Neighbourhood Plan Character Area 4 which focusses on Copthorne Bank, Bowers Arms Road and Church Road. CA4 is the historic core of the area. This is a primarily residential area with small clusters of commercial and historic buildings.

Claremont is in need of investment to preserve it, and the proposed conversion, extension and renovation works will help to enhance and preserve this local landmark going forward.



The site falls within the North edge of Character Area 4 (CA4), as defined in the Copthorne Neighbourhood Plan 2021-2031



Recent street view of Claremont viewed from Copthorne Bank. The more recent West & East extensions are visible to the sides. Original Butchers shop porch and modified shop - front visible on right side of house.

HISTORY OF THE SITE—early 1900s:

Claremont has a plaque enscripted with ‘Claremont 1905’. This used to be the site of the Copthorne village butchery.

In the early 1900s, the Simmons family ran a butchery business, with James Simmons and later his son Nathan Simmons running the family business. (James Simmons is mentioned in the Surrey Mirror obituary for Nathan Simmons, when he passed in 1924— source British Library newspaper archive)

DEATH OF MR. N. H. SIMMONS.

A LOSS TO COPTHORNE.

After a long and painful illness, Mr. Nathan Henry Simmons, a well-known and highly-respected resident of Copthorne, passed away on February 25th, at the comparatively early age of 54 years. As a tradesman he was well-known in all the villages around, as well as in Horley, Redhill and Croydon. His butcher's business was an old established one, having been carried on for many years by his father, Mr. James Simmons, at whose death it passed into the hands of the deceased. He leaves a widow, four sons and a daughter, to whom heartfelt sympathy has been shown.

He was buried in the pretty little churchyard at Copthorne, next to the graves of his parents and his sister-in-law. The coffin and grave were covered with beautiful wreaths and bunches of choice flowers bearing messages of sympathy. The service was conducted by the Vicar of Copthorne, and a large congregation assembled, both in the church and at the graveside, to pay a last respect to one who was greatly loved and honoured by all who knew him. The mourners were: Mrs. N. Simmons (widow), Messrs. Nathan, William, Geoffrey and George Simmons (sons), Miss E. Simmons (only daughter), Mr. and Mrs. W. Simmons (brother and sister-in-law), Mrs. G. Fillery (sister), Mrs. W. Tullett (sister), Mrs. J. Simmons (sister-in-law), Messrs. J. and W. Langridge (brothers-in-law), Mrs. F. Swindon (sister-in-law), Miss E. Simmons, Mrs. J. Denman, Mrs. E. Denman, Miss H. Fillery (nieces), Mrs. C. Pugh and Miss Allen. Others in the church and at the graveside were: Mr. Searle, Mr. Arthur Roe, Mr. G. Budgen, H. and E. Wickens, H. Branch, Mr. and Mrs. A. E. Knight, Mr. J. and Miss Harmer, Mr. E. J. Vigar, Mr. and Mrs. Slade, Mrs. A. Brooker, Mrs. Gunner, Mrs. C. Vigar, Mr. J. Catt, Mrs. Coates, Mrs. Ashford Smith, Mr. Geo. Budgen, Mrs. T. King, etc. More than forty floral emblems were sent by relatives and friends.

Obituary for Nathan Simmons—Surrey Mirror 1924

Sourced from British Library archives



A slightly later photo of N. Simmons & Sons, presumably after Nathan Simmons inherited the business from his father James. (sourced from living relatives' images shared online [1])



Nathan Simmons with his family outside Claremont. Nathan inherited the family business from his father James Simmons. (sourced from living relatives' images shared online [1])



Nathan Simmons (sourced from living relatives' images shared online [1])

[1] Images sourced online are believed to be prior to 1923 and therefore considered to be in the public domain and do not requiring permission.

HISTORY OF THE SITE—later 1900s:

The Charlwood family butchers operated from Claremont from circa 1962—circa 1982 (the specific dates are not verified)



A view of Claremont from the SW.



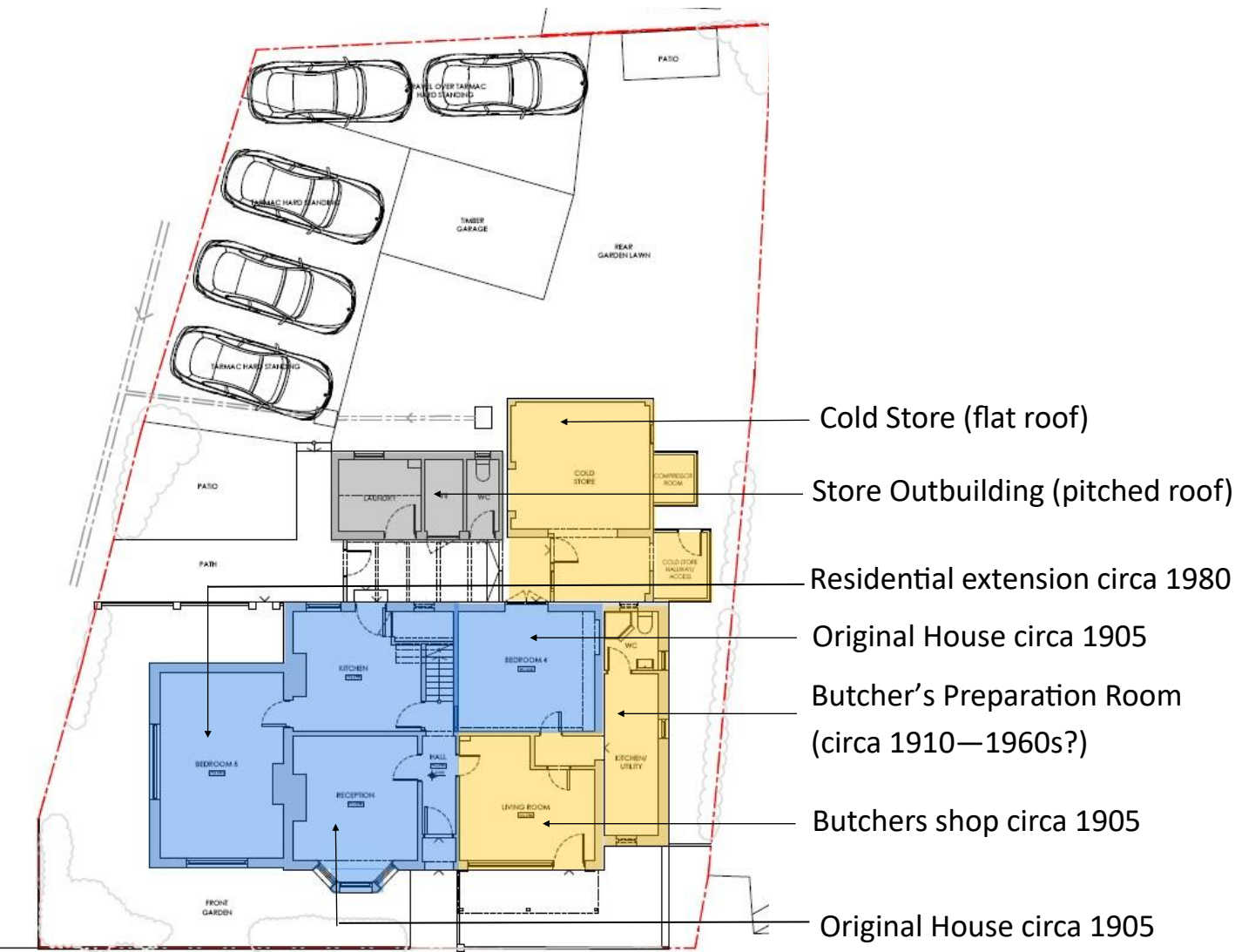
A view of G.Charlwood & Son shop front signage, viewed from the SE.

EXISTING BUILDING:

Claremont first appears on historic maps in 1910, however the plaque above the front door reads ‘Claremont 1905’. The house presents a balanced, symmetrical façade on the upper floor with dominant clay tiled roof, matching brick chimneys and a pair of sash windows.

The house still retains its original late Victorian features such as sash windows, ridge tile decoration, contrasting brickwork features of quoining gauged arch lintels and string coursing. Although difficult to see currently due to the creeper vine, historic photos reveal the hidden features (see below).

At ground floor, the West side features a bay window, whilst the East side of the house features what is left of the original shop front, with tiled painted timber porch and non-original windows. The central front door is a typical late Victorian arrangement with recessed front door within an arched porchway, with a 4 panel part-glazed door with fixed glazed transom window above that lends light into the central stair corridor behind.



Plan of Existing Site

RELEVANT POLICY:

NPPF National Planning Policy Framework

Part 12 Achieving Well Designed & Beautiful Places

135. Planning policies and decisions should ensure that developments:

- (a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;
- (b) Are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;
- (c) Are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);
- (d) Establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;

The proposed development adheres to these principles and aims to unite the history and future of the site together by retaining features that reveal the past use whilst providing for the present and future needs for the occupants and area.



Historic photo (circa 1980s) showing the brickwork features of the front façade

RELEVANT POLICY continued:

Copthorne Neighbourhood Plan 2021—2031

Policy CNP 11—CA4: Historic Core

CNP 11.1: As appropriate to their scale and nature development proposals within the defined Character Area 4 – The Historic Core (as shown on the Policies Map) should deliver high quality development which takes account of their immediate locality. In particular development proposals should sustain and where practicable reinforce the positive aspects of the character area and respond positively to the identified sensitivity to change matters included in sections 4.8 and 4.9 of the Copthorne Heritage and Character Assessment (May 2019).

CNP 11.2: Proposals for replacement shopfronts on retail properties in Copthorne Bank and Church Road should be designed in a traditional fashion taking account of the wider form, proportions and massing of the overall building.

Copthorne Heritage and Character Assessment May 2019

4.8.6 Heritage Assets

The Former butchers shop at Claremont has been identified as a (non listed) heritage asset, along with the Church of St John the Evangelist, Copthorne CE Junior School, Prince Albert Public House and the former bakery.

The proposal responds to the identification of the historic importance of the butchers shop canopy and shop front window & door as a landmark character asset for the local area that contributes to a rich sense of place.



Contrasting brickwork features add character to the property



View of the rear of Claremont, with external Store outbuilding in the foreground and cold store building adjacent on the left.



View of the rear of Claremont from the back of the West extension looking towards the Outbuilding/ rear entrance.

DESIGN APPROACH:

This application seeks to preserve and enhance the building by:

- Improving thermal comfort. This will be achieved by insulating internally, upgrading the windows & doors and insulating the floors. This will lower the carbon emissions for the property and make it affordable to heat.
- Quality materials. New features are to match the existing Victorian style building, using appropriate traditional features to continue the architectural aesthetic already present
- General refurbishment of the building. This includes replacement of fascias & barge boards etc, as well as replacing broken or damaged rainwater goods which are to be replaced with heritage style goods. This will enhance the character of the building.
- Extending above the existing West extension to increase the quantity of accommodation to create more spacious good quality homes.
- Converting the existing loft and rear Cold Store to increase living accommodation and the quality of spaces within. The loft is to have a pair of rear-facing dormer windows, the Cold Store is to have a pitched roof.
- Subdividing the original building to create two dwellings thus providing much needed additional good quality housing stock for families in the area.

Description of the Two Dwellings:

The West side of Claremont is to be converted to a 4 bedroom home, whilst the East side is to become a 3 bed room home.

The new West side extension at first floor (above the current flat roof) is to continue the late Victorian aesthetic of the original house, featuring matching brown facing brick with red brick contrasting lintel and quoining to windows and doors. A new traditional feature window to the front elevation will improve on the existing high level modern window. A new matching dual pitched clay tiled roof, subservient in height relative to the main ridge, will integrate the West side extension with the original house. This will particularly improve oblique views towards the house from along Copthorne Bank.

The East side 'Preparation Room' pent roof is to be removed and replaced with a taller dual pitched roof, to accommodate a new staircase for the East House. The new pitched roof will match the roof to the original house. In a similar manner to the West side. A new entrance door is proposed for the front of the East extension, to provide the East house with a door leading directly from the main road. The West House will utilise the existing main front door.

New windows and doors are to be matching white in a traditional style to match the existing sash windows.



ROOF PLAN SHOWING SUBDIVISION OF BUILDINGS

AREAS:

Existing House & Rear Store Total GIA 185.4 sqm

Laundry/WC/Store 10.1 sqm (to be demolished)

Garage GIA 14.7 sqm (to be demolished)

Total Existing Buildings 210.2 sqm

Proposed Dwellings Total GIA 250.5 sqm

(Comprising West House 138.3 sqm & East House 112.2 sqm)

FRONT ELEVATION:

The front elevation is enhanced with the addition of a first floor extension with dual pitched roof over the West side, introducing a more attractive feature window in keeping with the property. The ridge line of the extension is to remain subservient to the main roof. On the East side, the existing pent roof side extension (The Preparation Room) is to receive a new dual pitched roof that is in keeping with the rest of the house. The change in roof form allows a new internal staircase to be accommodated within the East House.



FRONT PROPOSED ELEVATION



FRONT EXISTING ELEVATION

REAR ELEVATION:

The old Cold store behind the house is to receive a new dual pitched roof, to integrate it better with the original house and break up the large flat roof area. The small original store building behind the main house is to be removed with a new replacement building with pitched roof, to accommodate the rear entrances to both houses, together with a Utility/Store & WC for the West House. The new rear extension is to be linked to the original house with a flat roof featuring roof lights that will inject light into the back of the ground floor areas to both houses.



REAR PROPOSED ELEVATION



8 REAR EXISTING ELEVATION

DESIGN APPROACH continued..

The old butchers shop canopy and shop front is a charming and historically relevant feature that is to be retained. Historic photographs show what the original shopfront from the early 1900s looked like, and this is to be reproduced as part of the renovations. The shop signage will not be reinstated, but the timber projecting canopy roof will be restored.

The butchers shop front has been changed over the years, particularly the removal of the original shop window. Using photographic evidence from the early 1900s, the original wide sash window arrangement is to be reinstated, together with a replacement matching partially glazed 4 panel door.



Butchers Shop in the early 1900s.
(sourced from living relatives' images shared online [1])

[1] Images sourced online are believed to be prior to 1923 and therefore considered to be in the public domain and do not requiring permission.

TRANSPORTATION & PARKING:

In accordance with CNP 15.3, the current WSCC parking standards have been used to provide new off road spaces at the rear of the site. The West House with 4 bedrooms requires 2.7 spaces, whereas the East House with 3 bedrooms requires 2.1 spaces. We are therefore providing 3 spaces for West House and 2 spaces for East House with a view that the 5th space can be shared as required and depending on the circumstances of the occupants.

In accordance with CNP 14.3 the new parking spaces will be future-proofed with cabling installed to the parking spaces for future electric vehicle charging points to be installed.

Secure cycle parking has been provided for both houses. West House has a secure cycle parking space within the rear utility space, whilst the East House has a separate converted timber shed that is to be converted to a secure cycle store.

Although provision of car and cycle parking is of importance, the site is on the Copthorne Bank bus route with easy access to public transport links.



The original shop front is in disrepair. The existing painted timber shop canopy roof needs repair to remove rotten timbers. The original brick cobbles are to be retained.

The original shop window frame is still visible, having been infilled in the past to reduce the opening for a smaller modern PVC window. A new window similar in aesthetic to the original sash window is to be reinstated to bring the character of the butchers shop back to life. The low brick wall beneath the window is to be tiled in a similar manner to the original

Proposed butchers shop front with reinstated sash style window, rendered lower wall, white painted timber moulding fielded panel with original glazed tiles as feature .



MATERIALS & DETAILS:

Claremont was built just after 1900 during the Edwardian period, and these features will be replicated in the new elements for the refurbishment.

Walls Finish:

Multi Stock facing bricks for walls, plain red facing bricks for architectural detailing such as quoining to building corners and window/door openings, lintels above openings.



Existing brown multi-stock bricks with red brick detailing. (uPVC heritage style windows also visible)



Existing plain red brick detailing around openings (uPVC heritage style windows also visible)



Michelmarsch ‘Freshfield Lane’ Selected Dark bricks (above) with Wienerberger Warnham Red features (below).



Dreadnought smooth face single camber Plum Red clay tiles



Ridge tiles ‘Cloverleaf Ornamental’ to match existing, for new extension roofs. Existing ridge tiles illustrated in photo above

Windows:

The existing windows are all traditional style uPVC (refer to images in ‘Walls Finish’ that include photos of the existing windows. New windows are to match, in the Edwardian style sash to reflect the built period. Heritage style uPVC sash windows with authentic timber grain and jointing appearance specifically for Conservation areas. Windows include period details such as sash horns, deeper bottom rail, slim mid rail, astragal bars and mechanical joints.



Sash horn & slim mid rail detail from manufacturer—slidingsashwindow-online.co.uk



Visual of Heritage sashes from manufacturer



Existing front bay windows in heritage style uPVC—to be retained & matched.

Eaves:

New timber painted roof eaves in white finish to match the profile of the existing eaves with closed soffit.



Existing & new roof eaves with closed soffit in box type painted wood. No visible eaves ventilation fixings.

Front Door:

Edwardian style four panel hardwood door, to match existing door design. Glazed upper panels, solid lower panels with raised panel mouldings. Transom window to be replicated.



Existing door. Four panel door with glazed upper panels, solid lower panels & transom window.



Proposed Edwardian 'Mendez' hardwood front door (hardwood exterior, composite core) with stained glass upper panels. Painted finish. Transom window to be retained.

Rainwater Goods:

New rainwater goods in black heritage cast iron



Shop Canopy:

All timbers to be sanded down and inspected for condition. Damaged or rotten timber boards or posts to be replaced with matching timber. All timber to be prepared for redecoration and re-painted in white.



Shop canopy side panels



Shop canopy timber panelled soffit

Shop Front Tiles:

The owner is fortunate to have a small supply of original tiles from the shopfront, and these will be re-used.



Original tiles to be reinstated



Back of original tiles.

Soft Landscaping:

Original shrubs and planting to be retained.

Lawns to be re-seeded.

Two additional planting troughs to be added at front near shop entrance with bee-friendly planting.

Additional boundary planting along East fence line with Prunus Lusitanica, an ever-green shrubs that encourage bees and pollinators with summer flowers.

New Hard Landscaping:

New Patios and Paths—Marshalls permeable Conservation X Blocks



Bins to be housed within timber enclosure on the side of the parking area.

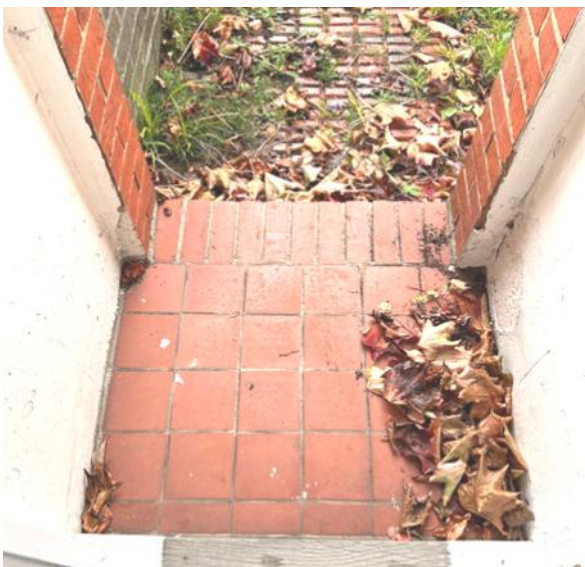
Existing Landscaping to be retained:

Existing Edwardian paving to front door & shop front to be retained.

Existing driveway and parking surfaces to be retained.



Shop front original brick paving



Front door existing quarry tiled entrance porch with brick path to front boundary

SUSTAINABILITY

The refurbishment of the existing buildings will dramatically improve the thermal comfort and energy efficiency of the buildings. Some existing windows are still single glazed and require updating.

The new buildings will be compliant with the latest Building Regulations, using a fabric first approach.

The roof is also suitable for solar photovoltaic panels in the future, subject to planning permission.

CONCLUSION:

Claremont is to be carefully refurbished and altered to accommodate contemporary needs whilst preserving the heritage of the family businesses that have operated from this site for many decades.

The site is important from a village and community perspective and adds character and a unique sense of place to the Copthorne area.

This application seeks permission to preserve the important aspects of this heritage character property whilst meeting contemporary needs for improved and increased housing provision.