

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0023	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed single storey rear extension to bridge between the cottage and the rear outbuilding.		
Site:	Nutfield Cottage, Chapel Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7AF, ,		
Validation Date	20 Jan 2026	Overall Expiry Date:	20 Feb 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	9 Mar 2026
Target Date:	17 Mar 2026	Recommending Officer Signature:	Catherine Cardin

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	10 Mar 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0023

**Nutfield Cottage, Chapel Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7AF,
Proposed single storey rear extension to bridge between the cottage and the rear outbuilding.
Elaine Fear**

SUMMARY OF REPRESENTATIONS

No letters of representation were received.

SUMMARY OF CONSULTEES

Southern Water

No objection.

PARISH COUNCIL OBSERVATIONS

Comment- Please can the recently constructed very large garden room in the rear garden be considered with this application as is not shown on the plans submitted for this application.

INTRODUCTION

Planning permission is sought for a proposed single storey rear extension to bridge between the cottage and the rear outbuilding.

RELEVANT PLANNING HISTORY

DM/15/2726- Proposed two storey side extension, hall extension and alterations. Permission.

SITE AND SURROUNDINGS

Nutfield Cottage is a semi-detached two storey dwelling. The property is characterised by red brick, white upvc windows and a plain tile roof. The property benefits from off street parking to the front of the property to accommodate approximately two cars.

The property lies within the built-up area boundary of Horsted Keynes. A neighbouring property is located to the west. Highway is located to the north. To the east of the application site is a tennis court and to the south lies Horsted Keynes Recreation Ground.

APPLICATION DETAILS

The application seeks permission for a proposed single storey rear extension to bridge between the cottage and the rear outbuilding.

The extension would be 'I shaped' and would measure some 5.9 metres in width and some 4.6 metres in depth. This would have a doubled pitched roof with a height to the ridge of some 3.1 metres and a height to the eaves of some 2.4 metres. It is also proposed to install sliding doors on the side (southeastern) elevation and to install a timber door and window on the rear (southwestern) elevation. It is proposed to use this as a porch and sitting area. The proposed slate roof and external brickwork would match the existing. The proposed aluminium glazing and timber doors would be finished in light grey.

LEGAL FRAMEWORK AND LIST OF POLICIES

Planning legislation holds that the determination of a planning application shall be made in accordance with the Development Plan unless material considerations indicate otherwise.

Using this as the starting point the development plan for this part of Mid Sussex consists of the District Plan, Site Allocation Development Plan Document (DPD) and Horsted Keynes Neighbourhood Plan.

National policy (which is contained in the National Planning Policy Framework and National Planning Policy Guidance) does not form part of the development plan, but is an important material consideration.

Mid Sussex District Plan

The District Plan was adopted at Full Council on 28th March 2018.

Relevant policies:

DP16 - High Weald Area of Outstanding Natural Beauty

DP26 - Character and Design

DP35 - Conservation Areas

Site Allocations DPD

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

No relevant policies

Neighbourhood Plan

Horsted Keynes Neighbourhood Plan was made in 2023.

Relevant policies:

Policy HK4 - Maintaining Local Character and Good Quality Design

Policy HK5 - Infill Development and Domestic Extensions

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

Mid Sussex District Plan 2021 - 2039 - Submission Draft (Regulation 19)

The District Council is reviewing and updating the District Plan. Upon adoption, the new District Plan 2021 - 2039 will replace the current District Plan 2014-2031 and its policies will have full weight. In accordance with the NPPF, Local Planning Authorities may give weight to relevant policies of the emerging plan according to the stage of preparation; the extent to which there are unresolved objections to the relevant policies; and the degree of consistency of the relevant policies in the emerging plan to the NPPF. The draft District Plan 2021-2039 (Regulation 19) is currently at Examination and the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, only minimal weight can be given to the Plan and this planning application has been assessed against the policies of the adopted District Plan.

Relevant policies:

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

DPC4 - High Weald Area of Outstanding Natural Beauty

DPB3 - Conservation Areas

Mid Sussex Design Guide Supplementary Planning Document (SPD)

The Council has adopted a 'Mid Sussex Design Guide' SPD that aims to help deliver high quality development across the district that responds appropriately to its context and is inclusive and sustainable. The Design Guide was adopted by Council on 4th November 2020 as an SPD for use in the consideration and determination of planning applications. The SPD is a material consideration in the determination of planning applications.

National Planning Policy Framework (NPPF) (December 2024)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows;

- Impact on character and appearance of the area and heritage assets
- Impact on the High Weald AONB
- Neighbouring Amenities
- Other matters
- Biodiversity Net Gain

Impact on character and appearance of the area and heritage assets

The site is located within the Horsted Keynes Conservation Area, as designated in 1985. A Conservation Area is defined as an area of 'special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'.

Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states 'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of conservation preserving or enhancing the character or appearance of that area.'

Policy DP35 of the District Plan states:

'Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that:

- o New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;*
- o Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- o Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;*
- o Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;*
- o Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
- o New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.*

Development will also protect the setting of the conservation area and in particular views into and out of the area. New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed and reflect the distinctive character of the towns and villages while being sensitive to the countryside as well as addressing the character and scale of the surrounding buildings and landscape. In part the policy requires proposals to be of a high-quality design and layout and includes appropriate landscaping and greenspace; and creates a sense of place while addressing the character and scale of the surrounding buildings and landscape.

Policy HK4 of the Neighbourhood Plan requires that *'all development should maintain the distinct local character and demonstrate good quality design.'* It sets out that this can be achieved through high quality design that respects the scale, bulk and character of existing and surrounding buildings and uses good quality materials that complement the existing palette of materials used within Horsted Keynes.

Policy HK5 of the Neighbourhood Plan relates to infill development and domestic extensions and requires that *'the spacing between buildings reflects the character of the street scene (in the case of domestic extensions, the scale, height and form must fit unobtrusively with and be subservient to the existing building).* It further sets out that domestic extensions will be permitted where the *'materials are compatible with materials of existing/surrounding buildings;'*

Principle DG49 of the Mid Sussex Design Guide relates to general principles for extensions and states that:

'Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions.'

Principle DG51 of the Mid Sussex Design Guide relates to rear extensions and states that:

'Rear extensions which are not visible from the street and do not negatively impact on neighbouring properties can be expressed in many forms, including by adopting a contemporary architectural approach. With reference to DG49, they should nevertheless have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens.'

Paragraphs 212 - 215 of the NPPF states:

'212. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.'

213. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

- a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;*
- b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.*

214. Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- a) the nature of the heritage asset prevents all reasonable uses of the site; and*
- b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation;*
- and c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and d) the harm or loss is outweighed by the benefit of bringing the site back into use.*

215. Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.'

The application site lies within the Horsted Keynes Conservation Area.

It is considered that the proposed rear extension is relatively modest in scale and that it would be visible from the public realm. The proposal is considered to be well-integrated with the existing scale, form and massing of the property and would allow the original building to remain the dominant element of the property. It is considered that the proposed double pitched roof responds appropriately to the character

of the existing dwelling. As the proposal includes external materials to match the existing, it is considered that the development would provide a consistent finish.

The proposal is therefore considered to address the character of the existing dwelling and the surrounding buildings and would protect the Horsted Keynes Conservation Area. As such the proposal is deemed to comply with the above part of policies DP26 and DP35 of the District Plan, policies HK4 and HK5 of the Neighbourhood Plan, principles DG49, DG51 of the Mid Sussex Design Guide SPD and the relevant paragraphs of the NPPF.

Impact on the High Weald AONB

The legal framework for AONBs, (also known as National Landscapes) in England and Wales is provided by the Countryside and Rights of Way Act (CROW) 2000 which at Section 82 reaffirms the primary purpose of AONBs: to conserve and enhance natural beauty. Section 84 of the CROW requires Local Planning Authorities to *'take all such action as appears to them expedient for accomplishment of the purpose of conserving and enhancing the natural beauty of the AONB'*. The Levelling-up and Regeneration Act (2023) amended section 85 of the CROW Act, to create a new duty on relevant authorities to *'seek to further the purpose of conserving and enhancing the natural beauty of the area' when discharging their functions in AONBs*. A similar ethos is found within The High Weald Area of Outstanding Natural Beauty Management Plan which is a material consideration in the determination of planning applications in the AONB.

Paragraph 189 of the NPPF states:

'Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and National Landscapes which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks.'

The application relates to an existing residential property within the built-up area of Horsted Keynes. As such the proposal would not form an isolated development within the wider landscape. The proposal would not have any adverse impact on the landscape quality of the AONB due to it being viewed in context with existing built form.

As such the proposal would comply with the requirements of Policy DP16 of the District Plan, The High Weald AONB Management Plan and paragraph 189 of the NPPF.

Neighbouring Amenities

In terms of impact on neighbouring amenities, Policy DP26 of the District Plan states proposals should *'not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution'*.

Policy HK5 of the Neighbourhood Plan requires that *'there is no unacceptable harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook is retained'*.

As such there is some conflict between the two policies.

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflict with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, policy HK5 of the Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to the amenities of existing nearby residents.

To the eastern side is Oakfield Cottage. Given the modest single storey nature of the proposal, it is not considered that the development would cause unacceptable harm to the light and outlook of this neighbour. As no windows are proposed on the side elevation it is not considered that the proposal would give rise to unacceptable overlooking concerns.

Due to the domestic nature of the proposed development, it is considered that there would not be a harmful impact in terms of noise, air and light pollution.

The proposal is therefore considered to comply with policy HK% of the Neighbourhood Plan and policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

Other matters

The concerns from the Parish Council regarding the accuracy of the submitted block plan are noted. During the course of the application a revised block plan was submitted which showed the location of the garden room.

Biodiversity Net Gain

Biodiversity net gain is required under a statutory framework introduced by Schedule 7A of the Town and Country Planning Act 1990. This is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. As a householder application this development is exempt from the requirement to provide biodiversity net gain.

PLANNING BALANCE AND CONCLUSION

The proposal is considered to be acceptable in terms of design, size and scale to the dwellinghouse and locality, and would not cause harm to the amenities of neighbouring properties and would preserve the character and appearance of the Conservation Area and the High Weald AONB.

In conclusion, the proposal would accord with the requirements of policies DP16, DP26 and DP35 of the Mid Sussex District Plan and policies HK4 and HK5 of the Neighbourhood Plan. It is therefore considered acceptable.

Decision: Permission

Case Officer: Catherine Cardin