

**From:** lana@lylarchitecturaldesigns.co.uk <lana@lylarchitecturaldesigns.co.uk>  
**Sent:** 05 March 2025 15:29:55 UTC+00:00  
**To:** "Katherine Williams" <Katherine.Williams@midsussex.gov.uk>  
**Subject:** RE: DM/25/0129 and 0130 The Old Bakery  
**Attachments:** L19-P-52 REVISION C EXISTING ELEVATIONS.pdf, L19-P-53 REVISION C EXISTING SECTIONS.pdf, L19-P-55 REVISION D PROPOSED ELEVATIONS.pdf, L19-P-56 REVISION D PROPOSED SECTIONS.pdf

Dear Katherine,

Kindly find attached the following drawings that have been amended to show the following;

1. Annotated glazing of the Pigeon holes and the cutting out of the internal lining system around these openings,
2. Notes regarding the roof tiles.

|          |            |                     |
|----------|------------|---------------------|
| L19-P-52 | REVISION C | EXISTING ELEVATIONS |
| L19-P-53 | REVISION C | EXISTING SECTIONS   |
| L19-P-55 | REVISION D | PROPOSED ELEVATIONS |
| L19-P-56 | REVISION D | PROPOSED SECTIONS   |

May I also kindly ask you if there are any other pre-commencement conditions that you were thinking of tying to the decision? so that we can try and provide the required information now and avoid any delay to start on site.

Kindest Regards,

Lana

**Lana Yamak-Laity** MA Architectural Materials Conservation B Architecture  
Director/ Architectural Designer  
LYL Architectural Designs Ltd.

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**From:** Katherine Williams <Katherine.Williams@midsussex.gov.uk>

**Sent:** 05 March 2025 12:02

**To:** lana@lylarchitecturaldesigns.co.uk

**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Lana,

Thank you for your emails.

With regards to the roof details this is considered acceptable and the pre-commencement condition is no longer required.

For the details of the treatment and lining of the Pigeon Holes can this be added as annotations to the proposed plans.

Kind Regards

Katherine Williams BSc (Hons) MSc  
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**From:** [lana@lylarchitecturaldesigns.co.uk](mailto:lana@lylarchitecturaldesigns.co.uk) <[lana@lylarchitecturaldesigns.co.uk](mailto:lana@lylarchitecturaldesigns.co.uk)>

**Sent:** 04 March 2025 12:49

**To:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>

**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Katherine,

Kindly note below the additional information requested and as provide by the roofer:  
The roofer has provided the following:

1. Photo of the salvaged tiles that will be used to replace any damaged roof tiles.



2. Photos of one of the salvaged tiles (tile above in photo) against a broken existing roof tile (tile below in photo).



3. The existing tiles on the roof are Clay known as Sussex and Kent Red Clay Pegs. These have no marks or branding on them. The reclaimed tiles are Clay Sussex and Kent Red Clay Pegs. These have no marks or branding on them.
4. The photo of the tiles shown side by side with a measuring tape shows they are the same size.
5. The locally salvaged tiles are from Dorton Reclaim based in Bolney, Haywards Heath via the roofer Mike Stenning.
6. The roofer estimates 50-70% of the tiles will be retained as set out in his method statement.

I hope the information provides responds to your questions but let me know if you require further clarification.

All the very best,

Lana

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**From:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>  
**Sent:** 03 March 2025 11:14  
**To:** [lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk)  
**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Lana,

Thank you for the additional information.

Emily requires further confirmation that the lining out of the building internally will be cut around the holes?

With regards to the re-roofing more information is needed regarding the proportion of reclaimed tiles, this should include photographs and as much of a specification as can be provided, e.g. tile type and reclamation yard or source.

Kind Regards

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**Sent:** 28 February 2025 12:55  
**To:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>  
**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Katherine,

My clients have provided me with the following method statements, to address the additional information requested for your, and Emily's kind consideration:

1. Statement from the roofer who will be executing the works, regarding the reuse of the existing tiles and replacing any damaged roof tiles with reclaimed Clay tiles in a similar fashion, to the works that were conducted to the main dwelling,
2. Statement /Method Statement from a glazing company who will be fixing single pane of glass using lime mortar and oak beading to the pigeon holes, and therefore that allows them to remain legible from outside and inside the space, and will let in some light as well.

Please let me know if these statements are acceptable, and if you require any additional information.

Wishing you a good weekens.

Lana

**Lana Yamak-Laity** MA Architectural Materials Conservation B Architecture

Director/ Architectural Designer

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**From:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>

**Sent:** 27 February 2025 16:49

**To:** [lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk)

**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Lana,

Thank you for your email.

The additional information required can be submitted at this point to avoid any further information being required at condition stage. However, should this information not be provided at this stage I do not consider that the wording of the conditions could be amended to avoid the 'pre-commencement' trigger given the small scale of the application and this information would need to be approved before any works begin.

Kind Regards

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**Sent:** 27 February 2025 11:54

**To:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>

**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Morning Katherine,

Would it be possible for us to provide you with these details now rather than address them under the umbrella of a planning condition?

Especially the roof tiles, we can provide you with these promptly.

With regard to the detailing of the pigeon holes would it be possible to reword it to allow us to at least start with the re-roofing works whilst we agree this detail?

So , Prior to the start of the installation of any internal lining system, rather than the start of works?

I am in dialogue with my clients and they are keep for us, if possible, provide you with these details now rather than wait for them to be processed under a planning condition.

Please let me know if that's possible.

Kind Regards,

Lana

**Lana Yamak-Laity** MA Architectural Materials Conservation B Architecture

Director/ Architectural Designer

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**From:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>

**Sent:** 27 February 2025 11:40

**To:** [lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk)

**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Lana,

Thank you for your email.

Emily has considered this information and considers that this addresses her previous questions.

Following this please see the below requested pre-commencement conditions, please let me know if these are acceptable.

- *No development shall be carried out unless and until samples of materials and finishes of the new roofing tiles for the building, have been submitted to and approved by the Local Planning Authority. The works shall then be carried out in accordance with the approved details.*

*Reason: To preserve the special character of the building for the future and to accord with Policies DP34 and DP35 of the Mid Sussex District Plan 2014 – 2031*

- *No development shall be carried out unless and until details of the treatment of the existing openings to the western gable for the pigeon loft have been submitted to and approved by the Local Planning Authority. The detailed drawings and methodology should show how these openings will be infilled in a manner which continues to express their presence and to include detail of materials. The works shall then be carried out in accordance with the approved details.*

*Reason: To preserve the special character of the building for the future and to accord with Policies DP34 and DP35 of the Mid Sussex District Plan 2014 – 2031*

Kind Regards

Katherine Williams BSc (Hons) MSc  
Senior Planning Officer

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**From:** [lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk) <[lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk)>  
**Sent:** 26 February 2025 15:38  
**To:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>  
**Subject:** RE: DM/25/0129 and 0130 The Old Bakery

Dear Katherine,

Many thanks for your email.

I have consulted with my client regarding the first query, bathroom drainage, and he has confirmed that all connections will be done within the floating floor zone and not requiring any external soil vent pipes.

The ventilation of the drainage will be accommodated internally within the bathroom space as an AAV [Air Admittance Valve], or taken up to a roof vent tile in a similar fashion to what is currently shown for the bathroom extract fan.

With regards to the treatment of the existing rafter feet in executing the proposed warm roof insulation system to enhance the thermal performance of the roof:

We are proposing 60mm wood fibre board above rafter and 60mm between rafters.

The existing rafter feet will remain in-situ, but we need to fix a 60mm deep timber noggin/piece to the rafter feet, to the depth of the insulation, to stop the insulation at eaves level, to which the fascia and gutter will be fixed to as shown on the planning sections.

In elevation the proposed fascia would conceal the rafter feet and the new timber piece used to stop the insulation board.

I hope this provides the information you require.

Many thanks for all your help,

Lana

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**From:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>

**Sent:** 26 February 2025 14:13

**To:** [lane@lylarchitecturaldesigns.co.uk](mailto:lane@lylarchitecturaldesigns.co.uk)

**Subject:** FW: DM/25/0129 and 0130 The Old Bakery

Dear Lana,

Please see the below comments from Emily regarding the applications for the conversion of the outbuilding.

Within her comments she requires clarification on a couple of matters, can this be addressed?

Kind Regards

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**From:** Emily Wade <[Emily.Wade@midsussex.gov.uk](mailto:Emily.Wade@midsussex.gov.uk)>  
**Sent:** 26 February 2025 11:17  
**To:** Katherine Williams <[Katherine.Williams@midsussex.gov.uk](mailto:Katherine.Williams@midsussex.gov.uk)>  
**Subject:** DM/25/0129 and 0130 The Old Bakery

Hi Katherine

Comments on the above planning and listed building consent applications.

The Old Bakery is one half of a Grade II\* listed building located within the Lindfield Conservation Area. The property has a complex recent planning history including unauthorised works, but planning and listed building consent have been granted for various internal and external works to the building. The current proposal relates to a detached outbuilding to the rear which is regarded as curtilage listed. Although in the same ownership as The Old Bakery, it is actually located behind the other half of the listed building (Wincote).

The current proposal, which follows on from pre-application advice, is for alterations to the building in conjunction with converting it for use as ancillary residential accommodation.

The submitted historic building assessment considers that the building dates from the early 19<sup>th</sup> century. It has a rectangular plan with a shallow projection to its northern side which the HBA suggests may be either the remains of an enclosure, or a particularly well integrated extension to provide sufficient depth to allow for parking of a car within the building. The projection does not appear on early maps of the building. Originally, it is suggested that the building was used as a stables, with a fully floored hay loft over. This loft was externally accessed via a loading door to the eastern gable, with an adapted roof truss to allow for this, and had a further modified central truss to allow access along its entire length as one space. At ground floor, no evidence of stall partitioning remains, but it is suggested that this may have taken the form of a second fit within the external envelope. Later alterations to the building include insertion of a stair between ground and attic floors, replacement of the window to the northern elevation, and a rooflight to the roof slope above this.

The outbuilding is of some interest in its own right as a good example of a small stable building of the early 19<sup>th</sup> century. It also contributes positively to the setting of the principal listed building, and in particular is illustrative of a particular period of the building's development, and its composite domestic/commercial use at that time.

To consider the various works proposed in turn:

- Externally, to the courtyard facing north elevation it is proposed to remove the projection around the entrance, and infill the opening with a new glazed timber framed door and adjacent solid timber panel. It is also proposed to replace the existing concrete lintel with timber. Although the HBA cannot be certain about the age or level of interest of this projection, it seems likely that even if original (contrary to the map evidence) it is a fragmentary remainder of a larger enclosure. As such, I would have no objection in principle to its removal. The proposal in relation to the infilling of the opening are not considered contentious, subject to detail.

- The proposed replacement oak framed casement window and rooflight to this elevation are also not considered contentious, subject to detail.
- To the eastern elevation it is proposed to replace the existing infilling to the loft loading door with timber cladding painted to match the rest of the elevation. Internally the lining system will be recessed to continue to allow the presence of the opening to be appreciated. This is not considered contentious.
- This elevation is to be repainted with a breathable paint- this is also not considered contentious.
- Re-roofing, re-pointing and replacement guttering are not considered contentious subject to detail.
- I would suggest that further information on the treatment of the existing pigeon holes to the western gable is required by condition- these should continue to be legible
- Internally, the building as noted above was originally fully floored. The reinstatement of an attic floor structure is not therefore considered contentious in principle.
- The proposed replacement staircase is in a different position to the existing ladder stair, which is in itself not original. This will result in some loss of historic fabric, but is considered acceptable in principle. It is noted that the interrupted truss structure is to be retained exposed, which is a positive aspect of the scheme.
- Partitioning is proposed at ground floor level to create a bathroom. This will have some impact on the existing open layout of the building, but given the likelihood that partitioning for stalls or loose boxes was previously present, this aspect of the proposal is not considered contentious. **I would however suggest that the applicant be asked to confirm that the new facilities will not involve any new external pipework, soil stacks etc. which are not shown on the elevations?**
- The proposal includes details of proposed insulation to the walls and roof of the building, and to the underside of the attic floor structure, as well as of a new floating floor at ground floor level. These details are all acceptable, **although the applicant should please confirm if any alteration to the rafter feet at eaves level will be required?**

The proposal is therefore considered, subject to the points in bold above, and to the suggested conditions below, to preserve the special interest of the curtilage listed building and the contribution which it makes to the setting of the adjacent principal listed building, and to the character and appearance of the Lindfield Conservation Area. This meets the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

I would suggest the following conditions:

- New rooflight to be a flush fitting, metal framed, conservation style rooflight.
- New rainwater goods to be of painted metal.
- Details of new roofing tile.
- Details of the treatment of the existing openings to the western gable for the pigeon loft. Your detailed drawings/methodology should show how these openings will be infilled in a manner which continues to express their presence, and should include detail of materials.

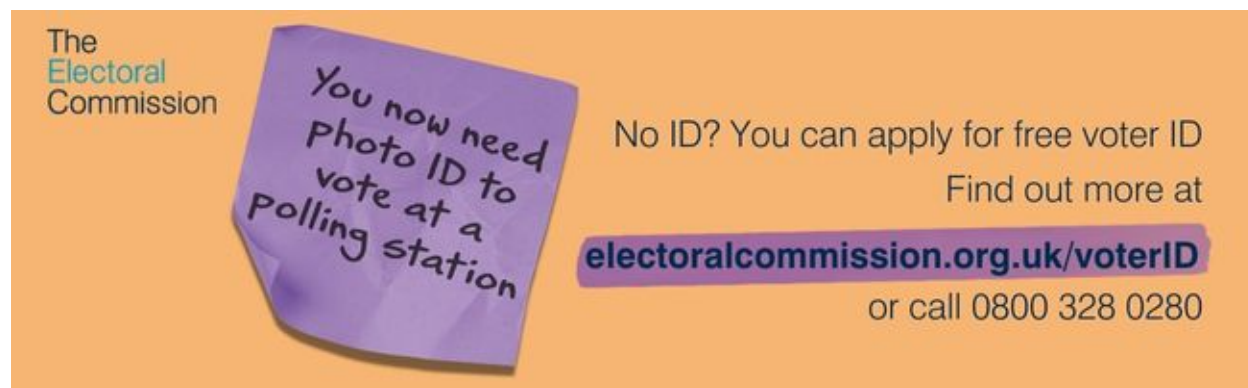
Thanks

Emily

Please note that this advice is given at Officer level only and is without prejudice to the formal decision of the District Council.

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Submit your planning application online.  
<http://www.planningportal.gov.uk>  
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