

From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 04 August 2026 15:51:43 UTC+01:00
To: "Rachel Richardson" <Rachel.Richardson@midsussex.gov.uk>
Subject: Marshalls, High Street, Cuckfield DM/26/0922 and 0937

Hi Rachel

Comments on the above planning and listed building consent applications.

Marshalls is a Grade II* listed detached house located in a prominent position on Cuckfield High Street, within the Conservation Area. There have been several recent applications relating to the property, and I have previously commented on the nature of the special interest of the listed building and its contribution to the character and appearance of the Conservation Area. I will not repeat those comments here.

This application is for a number of internal and external works to the house comprising the demolition of an existing side addition, construction of a replacement single storey side extension, repair and replacement of windows, addition of secondary glazing throughout, damp treatment, new cupboard joinery within the master bedroom, and a new gate.

Firstly, I would note that the submitted Historic Building Assessment contains comments on works not forming part of the current proposals, and should be amended to remove these comments in favour of the appropriate, relevant commentary.

To consider the proposed works I turn:

- Proposed side extension: The existing side extension to the building is modern, and is not of any historical or architectural interest. It and the large redundant flue above its roof detract from the appearance of this part of the building. Its removal and replacement with a more sympathetic addition is therefore welcomed in principle.
The design of the proposed replacement extension, specifically the roof form and the fenestration, has been amended on Historic England's advice to better reflect the context. In my opinion, the amended scheme is acceptable and will represent an improvement over the current situation, subject to detail to be reserved by condition.
- Proposed works to windows: the most up-to-date window schedule (saved on 29th May) suggests that the great majority of the existing windows are to be retained and repaired, with the exception of the casement windows to two rear dormers which are to be replaced. This approach is acceptable in principle, subject to detail which could be reserved by condition.
- Proposed secondary glazing: Secondary glazing is apparently proposed to all windows within the house. Whilst this may be acceptable in principle in some instances, we need to see details to include:
 - - a manufacturer's specification for the system proposed;

- - typical drawings of the secondary glazing to indicate form, proportions and materials, and method of fixing.
- - Typical elevational and sectional drawings, in context, to show the relationship of the glazing with the existing windows, their framing and surrounds. As there is relatively little consistency between the existing windows to the house, several drawings may be required to give a comprehensive picture.

The secondary glazing proposal should be cross-referenced a more detailed window schedule, which includes the date, construction/materials and any features of interest to each window, to include for example historic stone surrounds, historic timber frames, or panelling to the surrounds. The impact of the works should also be discussed in detail on a window-by window basis by an addendum to the heritage statement or HIA. Secondary glazing in the context of some windows where historic frames and/or windows surrounds are present (e.g. FF- W -1, FF – W – 8, FF – W -9, FF-W-13 etc.) may prove contentious in its impact on the appearance and/or fabric of the windows concerned. More detailed information is needed for informed comment on this aspect of the proposal, and I may need to make a second, targeted site visit once this is in front of us.

- The proposal includes a damp report which indicates several areas of concern within the building and suggests work which is required to address the issues identified. Whilst addressing these issues is welcomed in principle, further detail of the works will be required if they are intended to form part of the current application:
- - Detailed drawings including sections of the insulation works to the annexe roof;
- - More detailed drawings including a typical section of the French drain; and
- - Details of the work at basement level including how ventilation is to be provided, including appropriate drawings.
- Within the master bedroom at first floor, it is proposed to enclose an existing alcove to one side of the chimney breast to form a cupboard. This is an unusual space in that there is a window lighting it from the side (south) elevation which appears to be early in date. I would like to see further information as to the age and level of interest of this window, and any available information as to whether this space has always been part of the adjacent room, or was previously subdivided from it. Unless the latter was provably the case, I do not see a good reason to support the enclosure of the alcove, which would have an adverse impact on the floor plan and character of the main room as well as resulting in a loss of appreciation of the early side window. The use of the space as a cupboard would involve shelving, rails etc. and an accumulation of stored items which is likely to obscure the window from view even when the cupboard doors are open. This aspect of the proposal therefore requires further information and/or amendment.

Also, although I am not suggesting that this work was carried out by the current owners, there appears to have been modern work/loss of fabric to the ceiling of the alcove, and to the wall above the window (possibly associated with the above-mentioned external flue?) I would suspect, although I have not had a chance to go back through the planning history in any detail, that this work may

have been carried out without consent. Can the applicant please confirm what the intention is here, in terms of appropriate reinstatement of fabric? This is irrespective of whether or not the cupboard joinery remains part of the proposal.

- The proposed new gate and hedging referred to in the DAS do not appear to be shown on the submitted drawings? Can these please be shown clearly on plan and an elevation of the gate, indicating design and materials, be provided?

I note that landscaping plans have been submitted with the current proposal. I will be guided by you as to the best way to deal with these, as they are no consistent with the plans submitted with the material amendment application which we are also considering. I have no objection in principle to the layout shown (bearing in mind this inconsistency), but please note my comments elsewhere regarding materials, specifically the type and colour of stone to the paving.

In summary although aspects of the proposal are considered acceptable, subject to detail, others require further information and/or amendment to ensure that the special interest of the listed building is preserved.

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.

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

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