

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2942	Case Officer:	Katherine Williams
Application Type:	Listed Building Consent		
Proposal:	Proposed part change of use of the ground floor shop to residential, removal of a 1970's rear flat roof extension, minor alterations internally, and change of external building colour.		
Site:	LloydsPharmacy, Heathfield House, High Street, Cuckfield, Haywards Heath, West Sussex, RH17 5JU,		
Validation Date	14 Nov 2025	Overall Expiry Date:	19 Dec 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	7 Jan 2026
Target Date:	9 Jan 2026	Recommending Officer Signature:	Katherine Williams

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	8 Jan 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2942

LloydsPharmacy, Heathfield House, High Street, Cuckfield, Haywards Heath, West Sussex, RH17 5JU

Proposed part change of use of the ground floor shop to residential, removal of a 1970's rear flat roof extension, minor alterations internally, and change of external building colour.

Miss Rachel Bryant

LETTERS OF REPRESENTATION

None received

SUMMARY OF CONSULTEES

MSDC Conservation Officer - no objection, recommend conditions

PARISH COUNCIL OBSERVATIONS

Objection - Committee noted that, under policy CNP11 c) of the Cuckfield Neighbourhood Plan, the proposal did not sufficiently justify the reduction of the shop floor area, nor did it provide evidence of the viability of the proposed retail space. Committee agreed that further consideration of Policy CNP11 c)* was required.

*The loss of existing business premises (Use Classes A1, A2, A3, A4, A5, B1 and C1) within the village centre will be resisted unless an equivalent replacement facility is provided within the centre, or where it is demonstrated that the continued operation of a business or service is no longer financially viable. If a specific business or service is no longer financially viable, a use from the range of acceptable Use Classes should be sought for the premises.

INTRODUCTION

The application seeks listed building consent for the part change of use of the ground floor shop to residential, removal of a 1970's rear flat roof extension, minor alterations internally, and change of external building colour.

RELEVANT PLANNING HISTORY

11/00176/LBC - Installation of new suspended ceiling and lighting scheme, paint decoration to walls like for like. Replacement on retail display fixture, relocation of handrail on staircase. Granted

DM/25/2942 - Proposed part change of use of the ground floor shop to residential, removal of a 1970's rear flat roof extension, minor alterations internally, and change of external building colour. Under Consideration

SITE AND SURROUNDINGS

The application property is located on the western side of High Street and the roundabout with Broad Street, within the built up area and Conservation Area of Cuckfield. The property is also within an Archaeological Notification Area and within the setting of a number of listed buildings, including Marshalls a Grade II* manor house, High Street a Grade II listed building, and No.s 2-5 High Street Grade II listed buildings.

The property consists of a Grade II listed building dating back to the mid 19th century and extends over four floors, including a basement, with a ground floor shop (Use Class E) and a residential property

above. The shop unit is divided in two sections with storage rooms to the southern side with the shop area and shopfront to the north, which leads to a staff room, kitchen and W.C. within an existing single storey flat roof rear extension. The two sections are separated by a central corridor which leads to the residential unit above and the rooms of the ground floor.

The property is located within the village centre of Cuckfield and contributes to the existing character and commercial centre of Cuckfield. The property is located within a prominent position within the streetscene due to its position opposite the roundabout with Broad Street along with the significantly greater height of the building to neighbouring properties and its teal colour render finish of the building.

The property is constructed in painted render, white timber fenestration and slate roof tiles.

APPLICATION DETAILS

The proposal seeks the planning permission for the partial conversion of the ground floor of the shop to form part of the existing residential property. This would result in the southern side store rooms to be converted to form a utility room and study for the dwelling, with the central corridor solely used for the dwellinghouse and the existing internal doorway into shop removed.

The existing rear extension would also be removed with the rear opening blocked up and original rear window reinstated. These works would also include internal wall additions to create a staff room, storage and W.C.

The external colour of the building was also be changes from a white shopfront and teal above to a dark grey "Railings Blue" shopfront and ground floor with off white above "Shaded White".

LIST OF POLICIES

DISTRICT PLAN (adopted March 2018)

Relevant policies:

DP34 - Listed Buildings and Other Heritage Assets

Site Allocations DPD

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

Cuckfield Neighbourhood Plan (made October 2014)

Relevant policies:

CNP1 - Design of New Development and Conservation

Mid Sussex Site Allocations Document (DPD)

Mid Sussex District Council adopted its Site Allocations Development Plan Document on 29th June 2022. The Site Allocations DPD identifies sufficient housing sites to provide a five year housing land supply to 2031 and also makes sure that enough land is allocated to meet identified employment needs.

There are no policies deemed relevant to this application.

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 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:

DPB2 - Listed Buildings and Other Heritage Assets

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)

Other Planning Guidance

Planning (Listed Buildings and Conservation Areas) Act 1990

ASSESSMENT

The LPA is under a duty by virtue of s.16(2) of the Listed Building and Conservation Area (LBCA) Act 1990 (Decision on application): *'In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.'*

The NPPF states that 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.

Policy DP34 of the District Plan is relevant and states:

'Development will be required to protect listed buildings and their settings. This will be achieved by ensuring that:

- *A thorough understanding of the significance of the listed building and its setting has been demonstrated. This will be proportionate to the importance of the building and potential impact of the proposal;*
- *Alterations or extensions to a listed building respect its historic form, scale, setting, significance and fabric. Proposals for the conversion or change of use of a listed building retain its significance and character whilst ensuring that the building remains in a viable use;*
- *Traditional building materials and construction techniques are normally used. The installation of uPVC windows and doors will not be acceptable;*
- *Satellite antennae, solar panels or other renewable energy installations are not sited in a prominent location, and where possible within the curtilage rather than on the building itself;*
- *Special regard is given to protecting the setting of a listed building;*
- *Where the historic fabric of a building may be affected by alterations or other proposals, the applicant is expected to fund the recording or exploratory opening up of historic fabric.'*

Policy CNP1 of the Cuckfield Neighbourhood Plan states:

'New development in accordance with the Neighbourhood Plan will be permitted where it:

- a) *Is designed to a high quality which responds to the heritage and distinctive character and reflects the identity of the local context of Cuckfield as defined on Map 3 - Conservation Areas and Character Areas, by way of;*
 - i. *height, scale, spacing, layout, orientation, design and materials of buildings,*
 - ii. *the scale, design and materials of the public realm (highways, footways, open space and landscape), and*
- b) *Is sympathetic to the setting of any heritage asset and*
- c) *Follows guidance in the Conservation Area Appraisals and Management Plans, the High Weald AONB Management Plan, and*
- d) *Respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site, and*
- e) *Creates safe, accessible and well-connected environments that meet the needs of users, and*
- f) *Will not result in unacceptable levels of light, noise, air or water pollution, and*
- g) *Makes best use of the site to accommodate development.'*

Paras 205, 212-215 of the NPPF state:

'205. In determining applications, local planning authorities should take account of:

- a) *the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) *the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) *the desirability of new development making a positive contribution to local character and distinctiveness.*

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.'

Principle DG11 of the Mid Sussex Design Guide states: *'Heritage assets and historic landscapes should be celebrated, enhanced and preserved where appropriate, for the enjoyment of existing and future residents. Where appropriate and providing it does not cause harm to the heritage assets or their setting,*

they should be carefully integrated into development proposals as they help to reinforce a sense of place and local identity.

Elsewhere new development should generally reflect the scale of adjacent areas and the settlement context within which it is located to deliver a coherent and consistent urban fabric.

There may be potential to introduce a new character / development form and massing (refer to chapter 5):

- On larger urban extensions; this will typically be within the middle of the site and associated with a new neighbourhood centre, spine road or the main open space.*

- In town centre locations defined as coarse grain areas and nearby sites identified on the brownfield sites register.'*

The Council's Conservation Officer has been consulted on the application and has provided the following initial comments:

'Firstly, I would note that there appear to be some inconsistencies between the works as described in the submitted Design, Access and Heritage Statement, for example with respect to the southern section of the ground floor removal of redundant partitions is described in the Statement, but not reflected in the existing/proposed floor plans. The Statement also mentions reinstatement of two windows to the rear elevation, but only one is shown on the drawings. The works to remove pipes and conduits associated with the removal of the rear addition described in the Statement are not shown on the elevations.

The application site is a Grade II listed building located in a prominent position within the Cuckfield Conservation Area. The building, which dates from the mid 19th century, is a three storey house with a shop frontage to one side at ground floor- historical map regression suggests this may have been added in the late 19th or early 20th century.

The current proposal is for change of use of part of the ground floor from shop to residential, with associated external and internal alterations comprising removal of a single storey rear extension, repainting to a different colour palette, and alterations to the plan form at ground floor. To consider these proposals in turn:

- The proposed change of use of part of the ground floor from shop to residential is not considered contentious in principle, provided that we are satisfied that this would not adversely affect the viability of the retail unit. The site is located within the commercial heart of Cuckfield village, and the continuing presence of a varied mix of uses, including retail, is important to the character of this part of the Conservation Area. As the shop element appears to be either original, or an early introduction to the listed building, it would also be considered to contribute to its narrative and hence to its special historical interest.*

- The existing rear single storey extension is an unattractive addition dating from the 1970s and detracts from the appearance and special interest of the building. Its removal is welcomed, subject to detail of the reinstatement of the underlying rear elevation, including the replacement window.*

- The proposed internal alterations at ground floor are relatively minor, comprising removal of a cubicle inserted to the front of the shop space, new partitioning and blocking of a door towards the rear. This part of the building appears much altered, and although there may be some impact on original plan form from the works to the rear of the space, this must be balanced against the removal of the cubicle to the front, which is located directly behind the shop window. On balance, this aspect of the proposal is not considered contentious.*

- In terms of the repainting of the building, whilst this is not considered contentious in principle, care should be taken that the palette is sympathetic to the period of the building and its context. Could the applicant therefore provide further information including perhaps a coloured image of the building in full daylight? The 'mock up' provided appears to be illustrative of 'dusk' lighting, and does not show the paint colours clearly. It also does not show the proposed treatment of the architectural features to the façade such as the pilasters to either side of the elevation and the architraves above the central windows- none of these features appear at all on the proposed coloured elevations, which I am hoping does not indicate it is intended to remove them (which would be unacceptable)? As these are key features of the building, it may not be appropriate to disguise them by painting them in the same colour*

as the rest of the elevation- this should be considered and demonstrated in the information provided. This aspect of the work should also be discussed in the Heritage Statement.

In summary, although the majority of the works proposed are considered either uncontentious (subject to detail), or beneficial, the repainting of the façade requires further consideration and fuller information. The inconsistencies between the plans and supporting statement should also be addressed.'

Following these comments an amended Design and Access, Planning and Heritage Statement was provided along with further details of the proposed external colour finish. The following final comments were then received from the Conservation Officer:

'Further/revised information has been received in terms of a corrected Design and Access Statement and revised visuals to show the paint colours to the façade. This addresses the previous concerns with respect to inconsistencies between the submitted documents. With respect to the paint, further information has been provided including clearer visuals. On balance, this aspect of the proposal is now also considered acceptable.

The proposal is therefore considered to preserve the special interest of the listed building and the character and appearance of the Conservation Area, meeting the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

I would recommend the following conditions:

- *Details of facing material to the exposed rear elevation where the extension removed.*
- *Detailed drawings including elevation and sections, at an appropriate large scale, and annotated to show materials and finishes, of new window and new internal and external doors.*
- *Detailed hard and soft landscaping scheme to the rear garden area where the extension is removed.*
- *New or altered external pipework to be of painted metal.'*

The proposal would maintain a shop unit on the ground floor of the property with no external alterations to the shopfront of the ground floor and would retain the commercial appearance of the ground floor of the property. Therefore, the proposal would continue to contribute to the vitality of the village centre and therefore maintain the contribution it makes to the character and special significance of the listed building.

The existing rear extension is of poor design and detracts from the character of the listed building, therefore the removal of the extension and reinstatement of the original rear window is considered to have a positive impact on appearance of the listed building.

The changes to the external colour of the building would be a notable change to the appearance of the building within the locality, however given the existing painted appearance of the building and the colours proposed this is not considered to detract from the appearance of the property.

It is therefore considered, with suitable conditions, the proposal would be appropriate to the character of the property and would not have a harmful impact upon the special interest of the listed building.

CONCLUSION

The special interest of the building will therefore not be harmed by the works. As a result, the proposal complies with policy DP34 of the District Plan, CNP1 of the Cuckfield Neighbourhood Plan, as well as the requirements of both the NPPF and the Listed Building and Conservation Area (LBCA) Act 1990.

Decision: Permission

Case Officer: Katherine Williams