

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0273	Case Officer:	Peter Davies
Application Type:	Listed Building Consent		
Proposal:	Retrospective application for installation of a new timber flat roof structure at a higher level to the existing lead-lined valley.		
Site:	St Marks Primary School, Brantridge Lane, Staplefield, Haywards Heath, West Sussex, RH17 6EN, ,		
Validation Date	11 Feb 2026	Overall Expiry Date:	20 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	20 Apr 2026
Target Date:	8 Apr 2026	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	21 Apr 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0273

St Marks Primary School, Brantridge Lane, Staplefield, Haywards Heath, West Sussex, RH17 6EN, Retrospective application for installation of a new timber flat roof structure at a higher level to the existing lead-lined valley.

C/O Agent

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Conservation Officer:

St Mark's School is a purpose-built Grade II listed mid-19th century school building located within the Staplefield Conservation Area. It is located just to the north of St Mark's Church, which is also Grade II listed building, and would be considered to be within its setting.

The current proposal which is retrospective is for works to the central roof gulley to the building, which has been a source of damp ingress, in order to address these issues and to provide safer access for ongoing maintenance. These works include:

- Alterations to the profile of the roof gulley and the lower part of the flanking slate roof slope to introduce a flat roof with cowl roof vents;
- A replacement roof light;
- Replacement of the roof covering to the existing flat roof above the kitchen; and
- Replacement of internal ceiling finishes where these have been damaged by water ingress.

The current applications follow on from a previous approval (DM/24/1052) for a similar scheme, and include modifications required following the opening up of the structure. The works as completed, which have discussed at pre-application stage, will have had some impact on historic fabric and on the profile of the lower part of the central roof gulley, however this impact is considered to be limited and acceptable when viewed in the context of the existing approval and the long term maintenance of the building.

The proposal is therefore considered to meet the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

PARISH COUNCIL OBSERVATIONS

No comments received.

INTRODUCTION

The application seeks listed building consent for the retrospective installation of a new timber flat roof structure at a higher level than the existing lead lined valley.

RELEVANT PLANNING HISTORY

DM/22/1999 - Damp proofing works to classroom and office space. Permission

DM/24/0694 - Installation of new flat roof and 3 layer felt warm build up, altering existing flat roof valley area. Upgrade of existing flat roof section from single ply system to 3 layer felt system. Ceiling Removals and reinstatement. Window replacement. Permission

DM/24/1052 - The proposed project is to undertake roofing works to include the replacement of associated window locally to the roof areas. Permission

DM/26/0273 - Retrospective application for installation of a new timber flat roof structure at a higher level to the existing lead-lined valley. Pending

SITE AND SURROUNDINGS

St Mark's Primary School is a Grade II listed purpose built village school building dating from the mid 19th century. The school is located within the countryside, within the Staplefield Conservation Area and the High Weald AONB.

To the south is St Marks Church with Brantridge Lane beyond, 2 no detached dwellings, to the west is a field with dwellings beyond and to the north a field with dwellings beyond.

APPLICATION DETAILS

The application seeks listed building consent for the retrospective installation of a new timber flat roof structure at a higher level than the existing lead lined valley. The flat roof is to be installed along the central roof valley with a length of approximately 8.60 metres and width of approximately 1.40 metres and will include an aluminium multiplane skylight. An existing flat roof section is to be replaced with a new 3 layer felt and will cover an area of approximately 7.50 metres and 2.90 metres.

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 the Ansty and Staplefield 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:

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.

There are no relevant policies.

Ansty and Staplefield Neighbourhood Plan (ASNP). (Adopted February 2017)

No relevant policies.

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation Draft

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 hearings were concluded on the 19th March 2026. The District Plan remains at Examination until the Inspector has published his report, until that time 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)

ASSESSMENT

Impact on Heritage Assets and Character and Appearance

Section 16 (2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states '*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.*'

With regard to the setting of the listed building, DP34 requires:

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

- o 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;*
- o 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;*
- o Traditional building materials and construction techniques are normally used. The installation of uPVC windows and doors will not be acceptable;*
- o 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;*
- o Special regard is given to protecting the setting of a listed building;*
- o 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.'*

Paragraph 208 of the NPPF requires the Local Planning Authority to identify and assess the particular significance of any heritage asset that may be affected and take this into account when considering the impact of a proposal.

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.

Paragraphs 212 - 215 of the NPPF state:

'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 building is a grade II listed building dating from the mid-19th century. There is also a grade II listed church to the south of which the school is considered to be within the setting of.

The Conservation Officer has commented on the application and has advised that the proposal follows a previous approval (DM/24/1052) for a similar scheme with modifications required following works starting. The works had been completed following pre-application and whilst they will have some impacts on the historic fabric and on the profile of the lower part of the central roof gully, this impact is considered to be limited and acceptable when viewed in the context of the existing approval and the long-term maintenance of the building.

Taking into account the Conservation Officers comments and the relatively modest nature of the works the proposal is considered to meet the requirements of policy DP34 of the Mid Sussex District Plan, paragraphs 212 - 215 of the NPPF and section 16 (2) of the Listed Building and Conservation Area Act 1990.

PLANNING BALANCE AND CONCLUSION

In conclusion, the proposal is considered to preserve the special interest of the listed building. The proposal complies with policy DP34 of the Mid Sussex District Plan, the Planning (Listed Buildings and Conservation Areas) Act 1990 and the relevant provisions of the NPPF.

Decision: Permission

Case Officer: Peter Davies