

James Minett

From: [REDACTED]
Sent: 24 October 2025 11:34
To: James Minett
Subject: Fwd: Pre-application DM/25/1615 - Lloyds Pharmacy, Heathfield House, High Street, Cuckfield
Attachments: 4989-8745-0984-9297.pdf; files.zip; files.zip

Sent from my iPhone

Begin forwarded message:

From: Katherine Williams <katherine.williams@midsussex.gov.uk>
Date: June 30, 2025 at 5:30:02 PM GMT+1
Subject: Pre-application DM/25/1615 - Lloyds Pharmacy, Heathfield House, High Street, Cuckfield

Dear Rachel,

Thank you for your pre-application.

Heathfield House is located on the western side of High Street, within the built up area and village centre of Cuckfield. The property is also within the Cuckfield Conservation Area, Archaeological Notification Area for the Historic Core of Cuckfield and an Article 4 direction.

The property is Grade II listed and dates to the 19th century and consists of a stuccoed three storey house with fluted pilasters and shop front. The building is currently used as a chemist on the ground floor with a residential property above, with the ground floor access to the residential property through a central corridor between the rooms used by the chemist.

The proposed seeks the change of use of part of the existing commercial property to form part of the existing residential property along with the demolition of the existing single storey rear extension. As the property is listed planning permission and listed building consent would be required for the proposed works. The application form, checklist and guidance notes can be found through the following link and is No. 7 in the list:

[Apply for Planning Permission - Mid Sussex District Council](#)

Should an application be submitted it would be considered against the following policies:

Mid Sussex District Plan:
DP1 – Sustainable Economic Development
DP3 – Village and Neighbourhood Centre Development
DP26 – Character and Design
DP34 – Listed Buildings and Other Heritage Assets
DP35 – Conservation Area

Cuckfield Neighbourhood Plan:
CNP1 – Design of New Development and Conservation
CNP11 – Cuckfield Village Centre

Mid Sussex Design Guide: <https://www.midsussex.gov.uk/media/5611/mid-sussex-design-guide-spd.pdf>

Cuckfield Conservation Area Appraisal: <https://www.midsussex.gov.uk/media/2259/cuckfield-conservation-area-appraisal-final.pdf>

The proposed conversion works and loss of the existing single storey rear extension would significantly reduce the size of the commercial unit with the loss of the associated storage, kitchen area and toilets, leaving the main shop area and shopfront. Policies DP1 and DP3 of the Mid Sussex District Plan seeks to protect existing employment premises and works resulting in the loss of shops and services would be resisted. Any application would need to demonstrate that the remaining commercial space is sufficient for the premises to remain in a viable commercial use and contribute to the vitality of the village centre of Cuckfield, along with the contribution its use makes to the character of the Conservation Area. It is recommended that prior to the submission of an application an assessment is undertaken by an Estate Agent as to the probability of the remaining space being maintain in a commercial use, and that this is submitted for consideration with an application.

As the property is listed, a proposal would also need to be demonstrated that the change of use reflects the historic use of the property and would retain the significance and character of the building, and that the works associated with the demolition of the existing extensions would be sympathetic and retain the original features of the rear of the building.

It should also be noted that internal and external alterations would require listed building consent, and it is recommended that further pre-application advice is sought prior to the submission of an application to allow the specific details of the proposal to be considered.

Any Application submitted would require the following documents:

<https://www.midsussex.gov.uk/media/leh1x4uu/validation-criteria-for-planning-applications-including-technical-details-consent.pdf>

1. Application Form
2. Location and Block Plan
3. Proposed and Existing Floor and Elevation Plans
4. Heritage Statement
5. Historic Environment Record
6. Design and Access Statement
7. Planning Statement – to include justification for the change of use and assessment by an Estate Agent

I hope that this is of use.

The above represents my informal view only based on the information contained in your enquiry. It does not prejudice the council from making whatever decision it considers appropriate on any application subsequently submitted.

The information contained in pre-planning advice may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained is legally exempt from disclosure, we cannot guarantee that we will not provide the whole or part of this advice to a third party making a request for information about the subject matter.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer

Development Management
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- SAVE A TREE Only print this email if absolutely necessary.

From: Mid Sussex District Council <online@midsussex.gov.uk>
Sent: 23 June 2025 16:31
To: planninginfo <planninginfo@midsussex.gov.uk>
Subject: Non-Householder Pre-application Advice - NHAH4989-8745-0984-9297

Non-Householder Pre-application Advice

Your Data

Form reference	4989-8745-0984-9297
Payment reference	6a28-bc2a-03fe-c713

Applicant Details

Your Details	
Title	Miss
First name	Rachel
Last name	Bryant
Phone number	
Email address	
Confirm email address	
Address	THE MALTHOUSE NORTH LANE WEST HOATHLY WEST SUSSEX RH19 4PP

Agent Details

Agent Details	
Applicable	no
Agent name	

Location

Location	
Is location the same as your address?	no
Full address of site	
Site address	HEATHFIELD HOUSE HIGH STREET CUCKFIELD WEST SUSSEX RH17 5JU

Site Accessibility

Site Accessibility	
Is the entire site accessible?	no

Ownership

Ownership	
The applicant is the:	purchaser

Meeting Request

Meeting Request	
Would you like a site meeting?	no
Application type	Other
Price	160

Development

Description of the Proposed Development	
Description	I am hoping you will consider a change of use of the left hand commercial element of the ground floor back to residential but still retain the right hand commercial element which has its own entrance and can therefore easily be rented. Currently the ground floor is set up as commercial, a shop to the right and ancillary storage to the left. The left hand area can only be accessed via the same door as the residential which is currently on floors 1 and 2. This shared access means the left hand commercial element can't be kept seperate from the residential hence why I would like to re classify it back to residential and then put my kitchen in this space with access to the garden. I also wish to remove the single storey extension as this is not original so I can reinstate the courtyard garden and return the building to how it would have looked when built. I am an interior designer and wish to sympathetically restore the building reinstating original features and make her my home. I welcome any comments or questions you may have but I hope the images I have included will give you an idea of what I would like to achieve. Many thanks

Supporting Information

Supporting Information

A site location plan	file/BECA7049-B8C8-436C-946E-2B4AD4F09189/files.zip
Existing drawings	file/BA2DB89F-7EA6-491A-8909-7691B973EC09/files.zip
Proposed drawings	file/B2D3C5D1-BD2C-4362-8B05-4041B4AE3B24/files.zip
Photographs	file/2B69EDF9-DD64-4FC9-85E3-8D67CFB81996/files.zip

Declaration

Declaration	
I/we the undersigned, confirm and that I/we are seeking pre-application advice on the proposed development described in the attached documentation.	Yes

Summary

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is legally exempt from disclosure, we cannot guarantee that we will not provide the whole or part of this email to a third party making a request for information about the subject matter of this email. This email and any attachments may contain confidential information and is intended only to be seen and used by the named addressees. If you are not the named addressee, any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error please notify the sender immediately by email or by calling +44 (0) 1444 458 166 and remove this email and its attachments from your system. The views expressed within this email and any attachments are not necessarily the views or policies of Mid Sussex District Council. We have taken precautions to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments. Except where required by law, we shall not be responsible for any damage, loss or liability of any kind suffered in connection with this email and any attachments, or which may result from reliance on the contents of this email and any attachments.