



THAKEHAM

Mr S Ashdown
Planning Services
Mid Sussex District Council
Oaklands Road
Haywards Heath
RH16 1SS

15 October 2025

Dear Steve,

Planning Statement, Energy Statement and Covering Letter

On behalf of Thakeham Pease Pottage LLP, an application has been submitted for planning permission for a Community Facility on Land east of Brighton Road, Pease Pottage ('the Site'), this has been submitted through the Planning Portal under reference: PP-14253818.

This Site is located within the wider site associated with Outline permission DM/15/4711 at land east of Brighton Road, Pease Pottage. The application seeks ('the Proposal'):

The retention of an existing temporary building and associated ancillary structures, parking and landscaping.

Alongside this covering letter which incorporates the Planning Statement, the application submission consists of the following supporting documents:

- Site Location Plan (Ref: T101_SC_100)
- Site Layout Plan/Block Plan (Ref: T101_SC_101 P01)
- Proposed Plans (Ref: T101_SC_102)
- Proposed Elevations (Ref: T101_SC_103_A)
- Proposed Bin Store Plans and Elevations (Ref: T101_SC_104)
- Proposed Sections A-A B-B D-D (Ref: T101_SC_105)
- Proposed Sections C-C E-E F-F (Ref: T101_SC_106)
- Arboricultural Impact Assessment and Method Statement (Ref:THA19914aia_ams 2025)
- Tree Protection Plan (Ref: THA19914-03 Rev A)
- Lighting Assessment (Ref: T101_SC_012)
- P2729-SOL-XX-XX-RPT-Y-0001 P02 (Noise Egress Report)
- 2025-08-13-6877-TN01 Parking Technical Note
- Woodgate Pavillion - Statement of Community Support

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Background

This Site is located within the wider site associated with Outline permission DM/15/4711 at land east of Brighton Road, Pease Pottage which has delivered 619 homes, alongside a new primary school, hospice and ‘community hub’ which includes a café, shop.

To assist in the sale of the homes, temporary permission was granted on 27 May 2021 under application DM/21/1407 for:

Temporary Construction of Sales Suite Facility with Ancillary Structures, Parking and Landscaping.

The temporary permission is valid for five years and therefore does not expire until 27 May 2026.

Following the grant of temporary planning permission, residents have enquired as to the long-term status of the sales suite and a desire to see it retained as a community facility for the benefit of the whole development. Alongside interest from residents to see the existing building retained as a Community Facility, Slaugham Parish Council (‘the Parish Council’) has also expressed an interest in retaining the building and running the facility for the community on an ongoing basis.

Through discussions with the Parish Council, Thakeham has offered to fully fund the adaptation of the facility into a community pavilion, to allow the Parish Council to take this asset into community ownership and use; therefore reflecting the interest of residents.

It is the Parish Council’s intention that:

“The Pavilion will primarily function as a community facility, with a focus on adult-oriented activities. Proposed uses include council public meetings, workshops, small group meetings, co-working spaces, virtual offices, educational sessions, local hub options for teams, dedicated workspaces, cultural events, and well-being activities such as yoga or mindfulness classes. The goal is to create a flexible environment that complements existing community facilities, fostering opportunities for learning, creativity, and social engagement.”

As set out in the submitted ‘Statement of Community Support’, this Proposal is heavily supported by:

- Residents of the ‘Woodgate’ development
- Slaugham Parish Council
- Cllr Eric Prescott, Mid Sussex District Councillor for Handcross and Pease Pottage, Member of Slaugham Parish Council
- Cllr Gary Marsh, Mid Sussex District Councillor for Ardingly, Balcombe and Turners Hill
- Cllr Bruce Forbes, West Sussex County Councillor for Worth Forest, Former Chairman of Mid Sussex District Council

As demonstrated above, this application has been made with full support of residents, the Parish Council and Cllrs within Mid Sussex and the approval of the application will further the exemplar placemaking that has already been established at the Woodgate development.

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Planning Policy

Section 38(6) of the Planning Compulsory Purchase Act (as amended) requires that development proposals be determined in accordance with the Development Plan unless material considerations indicate otherwise. Whilst paragraph 11c of the National Planning Policy Framework (NPPF) states that development proposals should be approved without delay where they accord with an up-to-date development plan document.

The adopted Development Plan in Mid Sussex (for the area outside the South Downs National Park) consists of the District Plan 2014-2031, saved policies from the Local Plan 2004 and any relevant 'made' neighbourhood plans.

The adopted proposals maps identify that the Site is located within the High Weald AONB, within the area associated with allocation DP10: Strategic Allocation to the east of Pease Pottage, which seeks the delivery of approximately 600 dwellings, a care-facility, a primary school, and other community facilities.

The Site is also located within the Slaugham designated Neighbourhood Plan area, the Slaugham Neighbourhood Plan (SNP) was made on the 25 September 2019 and therefore forms part of the Development Plan.

An assessment of the relevant policies within the Development Plan has been set out below, which demonstrates the Proposals accordance with the Development Plan.

Principle of Development

Mid Sussex District Plan 2014 - 2031

DP24: Leisure and Cultural Facilities and Activities

Policy DP24 states: *“Development that provides new and/or enhanced leisure and cultural activities and facilities, including allotments, in accordance with the strategic aims of the Leisure and Cultural Strategy for Mid Sussex will be supported.”*

As set out within the planning statement, the Parish Council seek to use the Community Facility for a variety of community uses, with this including cultural events, and well-being activities such as yoga or mindfulness classes.

The proposed uses therefore align with the strategic aims of Policy DP24 and the Leisure and Cultural Strategy for Mid Sussex and should be supported by the Council.

DP25: Community Facilities and Local Services

Policy DP25: *“The provision or improvement of community facilities and local services that contribute to creating sustainable communities will be supported.”*

As set out within the planning statement, the application for a new Community Facility is supported by residents, the Parish Council and Cllrs within Mid Sussex, as members of the community see the benefits of having a Community Facility delivered as part of the Woodgate development.

The delivery of a new community facility is therefore not only supported by the local community but by planning policy as per Policy DP25.

Slaugham Neighbourhood Plan 2014 - 2031

Aim 2: Pease Pottage: Community Facilities

“SPC support development proposals in Pease Pottage which bring community benefits to the area.

The SNP supports the creation of additional community facilities at Pease Pottage to serve the need arising from new users, whilst benefiting existing residents of the surrounding area.”

As set out within policies DP24 and DP25 of the District Plan, the Proposal put forward within this application is supported by the Parish Council and Local residents, who wish to see the creation of a community facility within the Woodgate development. The Proposal will not only benefit existing residents but new residents and the surrounding area. The Proposal therefore accords with Aim 2 of the Slaugham Neighbourhood Plan

Site-specific Policy

Mid Sussex District Plan 2014 - 2031

DP21: Transport

Policy DP21 requires development proposals to provide “adequate car parking for the proposed development taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable”.

As set out in the submitted Parking Technical Note, the West Sussex County Council 'Guidance on Parking at New Developments' (September 2020) provides initial guidance on parking standards; with this only being used "as an initial guide for developers, who should undertake a site-specific assessment and seek to balance operational needs, space requirements, efficient use of land and cost attributed to providing parking". The initial guidance for a community hall is to provide parking at a ratio of 1 car parking space per 14sqm and 1 cycle parking space per 100sqm for staff and for customers.

Based upon the proposed Community Facility being 151sqm, the Proposal would

require a total of 11 car parking spaces and four cycle parking spaces under this guidance.

The Proposal provides four existing off-road parking spaces, with a further 14 existing available spaces along Great Holland Avenue on Weekends and 12 available spaces on weekdays. The Proposal therefore, significantly oversupplies on its parking provision.

It is intended that the Community Facility will be used primarily to serve the residents of the Woodgate development, it is therefore considered that most users will be within walking distance of the Community Facility and therefore car travel will be less frequently used.

Alongside the vehicular parking spaces, two cycle loops will be provided (four cycle parking spaces) in accordance with WSCC's guidance, therefore encouraging sustainable travel.

The proposal therefore fully accords with the requirements of DP21.

DP26: Character and Design

"All development and surrounding spaces, including alterations and extensions to existing buildings and replacement dwellings, will be well designed and reflect the distinctive character of the towns and villages while being sensitive to the countryside. All applicants will be required to demonstrate that development:

- is of high quality design and layout and includes appropriate landscaping and greenspace;*
- contributes positively to, and clearly defines, public and private realms and should normally be designed with active building frontages facing streets and public open spaces to animate and provide natural surveillance;*
- creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- protects open spaces, trees and gardens that contribute to the character of the area;*
- protects valued townscapes and the separate identity and character of towns and villages;*
- does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution (see Policy DP29);*
- creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- positively addresses sustainability considerations in the layout and the building design;*

- *take the opportunity to encourage community interaction by creating layouts with a strong neighbourhood focus/centre; larger (300+ unit) schemes will also normally be expected to incorporate a mixed use element;*
- *optimises the potential of the site to accommodate development."*

As established within the Planning Statement, the Proposal relates to an existing building which has been approved under planning permission DM/21/1407. The Proposal does not seek to change the design or exterior of the building. With the character and design of the existing building, it is considered that compliance with DP26 has been established through the approval of DM/21/1407 and therefore this application is in conformity with this policy.

DP29: Noise, Air and Light Pollution

Policy DP29 states: *"Noise sensitive development, such as residential, will not be permitted in close proximity to existing or proposed development generating high levels of noise unless adequate sound insulation measures, as supported by a noise assessment are incorporated within the development. In appropriate circumstances, the applicant will be required to provide:*

- *an assessment of the impact of noise generated by a proposed development; or*
- *an assessment of the effect of noise by an existing noise source upon a proposed development;"*

As set out in the submitted acoustic report, the Proposal will not generate high level of noise, with the existing building suitable for providing suitable internal ambient noise levels for the Community Facility; and that the proposed use will not have an impact on the nearest noise-sensitive receptor. The proposed use would therefore not cause high levels of noise pollution and would accord with the Policy DP29.

DP39: Sustainable Design and Construction

"All development proposals must seek to improve the sustainability of development and should where appropriate and feasible according to the type and size of development and location, incorporate the following measures:

- *Minimise energy use through the design and layout of the scheme including through the use of natural lighting and ventilation;*
- *Explore opportunities for efficient energy supply through the use of communal heating networks where viable and feasible;*
- *Use renewable sources of energy;*
- *Maximise efficient use of resources, including minimising waste and maximising recycling/ re-use of materials through both construction and occupation;*
- *Limit water use to 110 litres/person/day in accordance with Policy DP42: Water Infrastructure and the Water Environment;*
- *Demonstrate how the risks associated with future climate change have been planned for as part of the layout of the scheme and design of its buildings to ensure its longer term resilience."*

As shown from the submitted drawings, the existing building utilises an open plan layout with there being large windows on the rear and side elevations. The design of the scheme therefore looks to maximise the use of natural lighting and ventilation to minimise energy use within the building. With the proposal including the retention of the existing structure, the proposal continues to minimise energy use through the design and layout of the scheme.

The build specification incorporates enhanced insulation standards throughout the building envelope (walls, roofs, floors and glazing), for example by fully filling external walls with 140mm of mineral wool insulation, fully filling and sealing all party walls, as well as incorporating 100mm of Xtratherm insulation under screed in the ground floor, and using enhanced double glazing to achieve average U-values considerably better than those required by Part L2A of 2013 Building Regulations.

Alongside this, a number of the building materials, such as the mineral wool insulation, are made from renewable bio-based materials, therefore improving the embodied carbon of the building.

The building envelope has also been constructed to improve air tightness, with the construction adopting details for non-repeating thermal bridges with linear heat transmission considerably lower than Accredited Construction Details. These details ensure that there is a reduction in air leakage loss and convective bypass of insulation; therefore improving the energy efficiency of the building fabric.

All of the internal lighting fittings within the building are fitted with low energy LED lamps, and the external lighting currently in use are also low energy LED lights that are fitted with integral PIR & Photocell and dusk sensor. These measures therefore look to minimise energy usage within the building.

With regard to renewable energy, the existing building is fitted with 12 solar photovoltaic panels ('PV') on the roof of the building. The PV panels have been located to ensure that the panels make the best use of solar gain, with this achieved by:

- Ensuring that PV panels are suitably orientated; and
- Are located in areas where there is limited shadowing.

The existing PV panels seek to minimise the buildings dependence on fossil fuel, with the building able to generate its own renewable energy.

Alongside the energy and sustainability measures set out above, the building is fitted with water-saving fittings to reduce the water usage of the building. The water saving fittings include:

- Aerated taps – These reduce the flow rate to 5 litres per minute, compared to a standard 10 litres per minute flow rate.

- Dual flush toilets – Dual flush toilets use only six litres for a full flush and four litres with a reduced flush, which when compared to a single flush toilet, which uses 13 litres per flush, results in over a 50% saving in water used.

As set out above, the existing building incorporates a number of measures to meet the requirements of Policy DP39 of the District Plan, with the building:

- Minimising energy usage through the design and layout of the scheme including through the use of natural lighting;
- Utilising renewable energy from the existing PV panels on the building;
- Using where possible recycled materials within during construction to minimise the embodied carbon of the building;
- Limiting water use through the use of water saving fixtures and fittings. Therefore according with Policy DP42: Water Infrastructure and the Water Environment;

The change of use of the existing building therefore minimises energy consumption and carbon dioxide emissions at the point of demand through the installation of highly efficient fabric and heating systems, which enables the emissions to be below the levels determined by Part L2a of Building Regulations.

DP41: Flood Risk and Drainage

“Proposals for development will need to follow a sequential risk-based approach, ensure development is safe across its lifetime and not increase the risk of flooding elsewhere. The District Council’s Strategic Flood Risk Assessment (SFRA) should be used to identify areas at present and future flood risk from a range of sources including fluvial (rivers and streams), surface water (pluvial), groundwater, infrastructure and reservoirs”.

The Site is located within Flood Zone 1 and therefore complies with the sequential risk-based approach, ensure development is safe across its lifetime and not increase the risk of flooding elsewhere.

The Proposal also relates to an existing structure. The compliance with DP26 has therefore been established through the previous planning permission DM/21/1407.

Slaugham Neighbourhood Plan 2014 - 2031

Aim 8: Parking

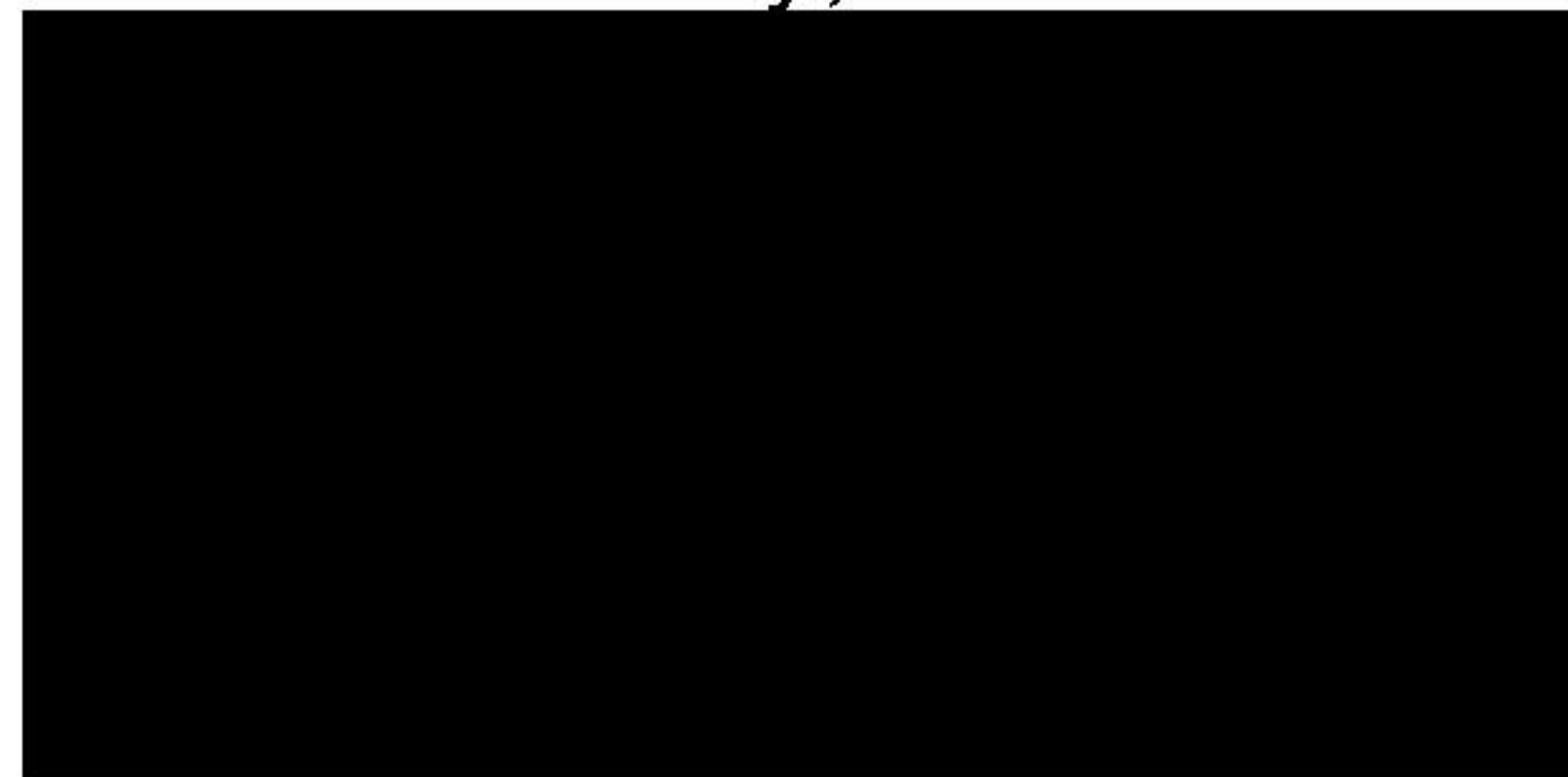
“SPC support proposals which provide parking in line with West Sussex County Council parking standards.”

As set out in Policy DP21, the Proposal provides above the initial parking guidance set out within the West Sussex County Council parking standards. The application is therefore in accordance with Aim 8 of the Slaugham Neighbourhood Plan.

As set out within the submitted application document, the Proposal has been prepared through engagement with the Parish Council, who support the delivery of a Community Facility within the Woodgate development.

Therefore, not only is the Proposal in accordance with the relevant policy requirements, but the submission is also supported locally and will further the exemplar placemaking that has already been established at the Woodgate development. In this respect, we request that this application for planning permission is approved without delay.

Yours sincerely,



Rhett Flashman
Planner

Appendix 1 – Photos of existing building



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