

From: John Smith <john.smith@cityzendesign.co.uk>
Sent: 17 March 2026 12:29:02 UTC+00:00
To: "Rachel Richardson" <Rachel.Richardson@midsussex.gov.uk>
Subject: Re: FW: Response To Application Number DM/25/3235 at Providence Chapel Cowfold Road Bolney Haywards Heath
Attachments: 2551-CTZ-XX-XX-DR-A-2052 P02 Proposed Potting Shed.pdf, 2551-CTZ-XX-XX-DR-A-3050 P01 Proposed Elevations.pdf, 2551-CTZ-XX-XX-DR-A-1000 P03 Site Location and Block Plans.pdf, 2551-CTZ-XX-XX-DR-A-3051 P02 Potting Shed Elevations.pdf, 2551-CTZ-XX-XX-DR-A-2050 P02 Proposed Site Plan.pdf, XXXX-CTZ-XX-XX-SH-A-9001 Doc Issue.pdf, Negus Mid Sussex Planning Letter March 2026.pdf

Hi Rachel,

Further to our call last week, please find attached the updated drawings. These reflect the revisions discussed, including the reduced potting shed (with the upper office element removed) and the building repositioned approximately 1 metre further from the stables to ensure a more comfortable relationship with the chapel.

We have also included a supporting letter from the client addressing the dependency requirements, to assist in clarifying the annex justification in sustainability terms.

The scheme is now aligned with the points raised, so we would be grateful if this could be progressed to consultation ahead of your upcoming leave, if possible.

If there are any queries or minor amendments required to facilitate this, please let me know and I will prioritise a prompt response.

I hope you have an enjoyable break, and thanks in advance for your help moving this forward.

Regards

John Smith BSc (Hons) MCIAT

Director | Chartered Architectural Technologist | Building Services Engineer | Registered Principal Designer for High Risk Buildings

(Please note I undertake team meetings and business development on Mondays, I only check my emails twice a day, and yes my phone is sometimes off, so will not always be available)

For and on behalf of:





**Building Excellence
AWARDS 2024**

Regional Winner



Cityzen, Maritime House, Basin Road North, Hove, East Sussex, BN41 1WR.

T: 01273 915010 | W: www.cityzendesign.co.uk



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On Tue, 10 Mar 2026 at 15:13, John Smith <john.smith@cityzendesign.co.uk> wrote:
Message received, give me a call at 9:45 wednesday am, thanks 07976442568

Regards

John Smith BSc (Hons) MCIAT

Director | Chartered Architectural Technologist | Building Services Engineer | Registered Principal Designer for High Risk Buildings

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On Tue, 10 Mar 2026 at 13:03, John Smith <john.smith@cityzendesign.co.uk> wrote:
HI Rachel,

Could we schedule a quick call so I can get an update, so I can feed back to our clients a way forward.
my number is 07976442568 many thanks

Regards

John Smith BSc (Hons) MCIAT

Director | Chartered Architectural Technologist | Building Services Engineer | Registered Principal Designer for High Risk Buildings

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On Tue, 3 Mar 2026 at 11:21, John Smith <john.smith@cityzendesign.co.uk> wrote:
HI Rachel,

Just to note an extension of time is acceptable.

Please let me know if the buildings are acceptable in principle so we can update our client to work forward on there time line for construction, as we have 3 months before any emergence surveys can be done; if the buildings are acceptable during that time, we can complete the technical design and avoid losing time for the client. obviously if the buildings are not acceptable we also have time to work with you and change them.

Let me know your thoughts

Regards

John Smith BSc (Hons) MCIAT

Director | Chartered Architectural Technologist | Building Services Engineer | Registered Principal Designer for High Risk Buildings

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On Thu, 26 Feb 2026 at 15:30, John Smith <john.smith@cityzendesign.co.uk> wrote:
Hi Rachel,

Thanks for that, the client has engaged Bakerwell for the Emergence surveys at which point we'll be able to confirm presence or absence and the species and roost types. I suppose the key element for us is, is the principal of development acceptable, and could a mitigation strategy and enhancements be put in place, based on all potential outcomes? (as the season for the surveys is not until May)

Let me know your thoughts

Cheers

John

Regards

John Smith BSc (Hons) MCIAT

Director | Chartered Architectural Technologist | Building Services Engineer | Registered Principal Designer for High Risk Buildings

(Please note I undertake team meetings and business development on Mondays, I only check my emails twice a day, and yes my phone is sometimes off, so will not always be available)

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On Thu, 26 Feb 2026 at 15:13, Rachel Richardson
<Rachel.Richardson@midsussex.gov.uk> wrote:

Hi both,

Please see attached and address accordingly.

Kind regards,

Rachel.

Rachel Richardson Bsc (Hons) DIP TP MRTPI

Senior Planning Officer

Development Management

www.midsussex.gov.uk

01444 477 224

Please note I work part-time (usually over Monday to Thursday) and from home Monday to Wednesday.

From: planninginfo <planninginfo@midsussex.gov.uk>

Sent: 26 February 2026 15:09

To: Rachel Richardson <Rachel.Richardson@midsussex.gov.uk>

Subject: FW: Response To Application Number DM/25/3235 at Providence Chapel
Cowfold Road Bolney Haywards Heath

Hi Rachel,

Ecology comments saved.

Peter

Peter Davies MSc (Hons)
Trainee Planning Officer
Development Management
Mid Sussex District Council
01444 477193
www.midsussex.gov.uk



Working together for a better Mid Sussex

From: Hamish.Jackson@essex.gov.uk <Hamish.Jackson@essex.gov.uk>
Sent: 26 February 2026 13:58
To: Rachel Richardson <Rachel.Richardson@midsussex.gov.uk>
Cc: planninginfo <planninginfo@midsussex.gov.uk>
Subject: Response To Application Number DM/25/3235 at Providence Chapel
Cowfold Road Bolney Haywards Heath

Hi Rachel,

Please find attached our comments on the above planning application.

Regards

Hamish Jackson

Place Services, E4 Zone 3, County Hall, Chelmsford, Essex, CM1 1QH
w: www.placeservices.co.uk

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