



The Queen's Hall
High Street
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Planning Statement

Full planning & listed building consent for the Queen's Hall, Cuckfield

Planning application for the proposed installation of Secondary Glazing and Solar Panels

1. Introduction

This statement accompanies the Full Planning and Listed Building Application for alterations to The Queen's Hall.

The proposed works are to install secondary glazing on the stone mullioned windows located in the parish council office and to install solar panels on the southern section of the roof above the main hall.

This statement considers the site and surrounding area, recent planning history and forms the Heritage Statement required for development in a Conservation Area and to a Listed Building.

2. Site and surroundings

- The application site is located in the High Street in the centre of Cuckfield Village.
- The Queen's Hall is situated on the West side of the High Street and dates from 1897. The building's functions include Village Hall, Museum and Council Chamber and Parish Council offices.
- The site lies in the High Street Character Area of the Cuckfield Village Conservation Area, which was established in 1969, one of the first in Mid Sussex, and is characterised as typical Sussex village with a mix of buildings/architectural styles from medieval to 20th Century, based on an original medieval street pattern.
- The High Street Character Area includes a number of significant and listed buildings, many of which form the retail/services centre of the village and many examples of architectural periods/styles.
- Adjacent to the North of The Queen's Hall is Kingsleys, a Grade II Listed dwelling with parts dating from 16th Century, and there are several other Grade II Listed dwellings on the opposite side of the High Street, namely Southern Breach, Maltman's and Maberley's.
- The area of the proposed alterations is situated to the front of the Queen's Hall inside the parish council office and to the back southern section of the roof above the main hall.

3. Recent relevant planning history

- DM/22/1950 and 1949: Queens Hall High Street - Installation of a CCTV camera to the front elevation. Installation of a Platinum Jubilee Commemorative brass plaque to the front elevation between the existing noticeboard and other plaque - approved

- Ref. DM/21/3499 and DM/21/3500 – Partially demolish wall to existing cleaners cupboard (2012 Green Room extension) , extend to create new externally accessed Part M WC, alter existing external side access ramp to include new steps with new resin bound gravel finish and work to balustrading – approved
- Ref. DM/17/3013 - Install permanent gazebo to rear garden of The Queen's Hall – approved
- Ref. DM/17/0984 - Replace window frames to Council Chamber and Research Room at The Queen's Hall- approved
- Ref. 12/02461/LBC and 12/02451/FUL - Demolish unsound flat roof to Green Room and rebuild on same footprint with pitched roof and materials to match 1999 Kitchen extension – approved
- Ref. 05/00347/LBC and 05/00132/FUL - Alterations to west entrance associated with rebuilding north corridor, including new west doors, access ramp, steps and deck – approved
- CU/063/98 and CU/064/98- Refurbishment and alterations including fire escape doors, disabled wc and kitchen extensions, new lift, toilets and improved access internally - approved

4. The proposal

The Queens' Hall is a grade II listed building built in 1897 and located at the heart of the village and has long been the centre of community life hosting a wide range of activities - from dance classes, pre-school activities, keep fit and yoga classes, dog training and art classes. It is also available for private hire for weddings, birthday parties, fund raising events, christening parties or most other social events you could care to imagine. The Queen's Hall is also home to the Cuckfield Parish Council and Cuckfield Museum.

As part of Cuckfield Parish Council's (CPC) aim to become more energy efficient and Carbon Neutral by 2050, actions have been put in place at the Queen's Hall to reach the targets set in the Parish Council's Carbon Reduction Plan. CPC is keen to implement also the long-term actions that would help reach these targets:

- to install Solar Panels on the southern section of the roof above the main hall,
- and to install Secondary Glazing on the stone mullioned windows located in the parish office at the front of the building.

These energy efficient alterations would incur considerable savings on the annual electrical and heating costs at the Queen's Hall and would allow Cuckfield Parish Council to allocate funds to other community focused activities for the local residents.

These changes will have zero impact on the accessibility of the hall.

5. Heritage Statement

The Queen's Hall is Listed Grade II (Historic England ref. 1191859 - described as The Edith Payne Free Library) and was first listed in April 1970. Some extensions were added to the rear/side of the Hall in the 1960's and other recent approved works were also approved, as listed in section 3 above.

The proposed alterations would only affect the interior of the building in the parish council office (to the stone mullioned windows) and the southern section of the roof above the main hall which is not visible from the High Street. These alterations will have a minimal impact on the existing building and historic fabric.

6. Design and Access Statement

As described above, the proposed alterations would only affect the interior of the building in the parish council office and the external southern section of the roof above the main hall.

The Solar Panels installation will require scaffolding and Solar Dynamics have assured CPC that they can have the installation done during any week of the summer by fast tracking the project and having the scaffolding up and down between Monday and Friday so not to disturb any of the events that may be planned for the building and therefore limiting any disruption to the use of the Queen's Hall.

The proposed alterations will have no impact on the accessibility of the hall