

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1334	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Conversion of a ground floor utility room into a bathroom, remove ground floor partitions to form kitchen/dining room, moving first floor bathroom, reforming of a conservatory and repairs to the roof.		
Site:	Gurrs Croft, Ockley Lane, Hassocks, West Sussex, BN6 8NU, , ,		
Validation Date	29 May 2026	Overall Expiry Date:	3 Jul 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	27 Aug 2026
Target Date:	24 Jul 2026	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Stephen Ashdown</i>	Date:	27 Aug 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1334

Gurrs Croft, Ockley Lane, Hassocks, West Sussex, BN6 8NU, ,
Conversion of a ground floor utility room into a bathroom, remove ground floor partitions to form kitchen/dining room, moving first floor bathroom, reforming of a conservatory and repairs to the roof.

Mr D Kottler

SUMMARY OF REPRESENTATIONS

None

SUMMARY OF CONSULTEES

MSDC Conservation Officer

'Gurrs Croft is a Grade II listed cottage in a semi-rural position to the northeastern edge of Hassocks. The cottage dates originally from the 17th century, according to the list description, with a 19th century addition to its southern end, alongside later alterations and additions including a modern conservatory.

The current proposal is for internal and external works comprising the conversion of a ground floor utility room into a bathroom, removal of ground floor partitions to form a kitchen/dining room, relocation of the first floor bathroom, replacement of the conservatory, and repairs to the roof of the older part of the building.

To consider these works in turn:

- *At ground floor level works are proposed to the lean-to addition to the northern end of the building to install insulation to the walls, roof and floor in association with the use of the space as a ground floor bathroom. These works are not considered contentious subject to detail which could be reserved by condition. Also at ground floor, within the 19th century addition to the southern end of the house, it is proposed to remove a number of partitions to create an open plan kitchen/dining area. These are lightweight modern partitions, and their removal is not considered to harm to special interest of the building. This aspect of the proposal is therefore not considered contentious.*
- *The first floor of the building is divided between the original cottage and the 19th century addition, with two separate access stairs. Within the historic core, a partition is proposed around the head of the stair well to create a lobby within the northern bedroom. This will have a minimal impact on the historic floor plan, which appears already to have been altered, and is not considered contentious subject to detail. Within the later addition, works are proposed to relocate an existing bathroom into a bedroom, to create an ensuite. The existing bathroom becomes a small fourth bedroom. This later part of the building is of a lower level of interest than the historic core, and has been subject to alteration. This aspect of the proposal is therefore not considered contentious.*
- *The existing conservatory is a 20th century addition of no special interest. It is proposed to replace the structure with a more solid construction, including solid masonry to the eastern elevation, replacement of uPVC windows with timber framed glazing, and replacement of the polycarbonate roof with a tiled roof. Although these works will increase the apparent bulk of the extension, it will remain subordinate to the historic elements of the building, and the introduction of tile to the roof in place of polycarbonate, and of timber framed windows in place of uPVC will constitute an improvement in terms of its materials. This aspect of the proposal is therefore considered on balance acceptable, subject to detail.*

- *The older part of the building has a striking Horsham slate roof. It is proposed to strip this back, replace the battens, and then relay the stone in a single- lapped manner using salvaged stone to make up any shortfall, with natural slate shades and pointed with a natural lime mortar. It is also proposed to reinstate cast iron guttering. This is considered sympathetic repair work and is not contentious subject to detail.*

In summary the proposal is considered on balance to preserve the special interest of the listed building, subject to detail which could be reserved by condition. This meets the requirements of District Plan Policy DP34 and of the relevant paragraphs of the NPPF.

I would recommend the following conditions:

- *Details of facing and roofing materials, including to the rebuilt conservatory, and the proposed salvaged stone and natural slate to be used to the 17th century roof. For the salvaged Horsham stone, a provenance should be provided giving as much detail as possible of the source.*
- *New brickwork to match existing adjacent work in colour, texture and bonding pattern and in colour, texture and style of pointing.*
- *Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of the following:*
 - *typical example of the glazing to the conservatory*
 - *typical eaves detail to the conservatory roof*
 - *new internal doors (LBC only)*
- *Detailed sectional drawings of the insulation work to the walls and roof of the northern lean-to, to show materials and finishes, and the relationship of new materials to retained historic fabric.'*

HASSOCKS PARISH COUNCIL OBSERVATIONS

Recommend Permission is granted

INTRODUCTION

This application seeks planning permission for the conversion of the existing lean-to extension at the northern end of the building into a bathroom, the removal of ground floor partitions to form a kitchen/dining room, relocation of the first floor bathroom, the replacement of the conservatory and repairs to the roof.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

Gurrs Croft is a Grade II listed cottage in a semi-rural position to the northeastern edge of Hassocks on the western side of Ockley Lane. The cottage dates originally from the 17th century, according to the list description, with a 19th century addition to its southern end, alongside later alterations and additions including a modern conservatory. The property is set back from the verge of the highway by front garden amenity space and a front driveway. Further rear garden amenity space is provided to the rear of the dwelling.

There are a number of other residential detached dwellings in this vicinity with some variance between bungalows and two storey dwellings. There is also a varied streetscene characterised by a mix of dwelling types, architectural styles and external materials. The site is within the built-up area for Hassocks as defined in the District Plan.

APPLICATION DETAILS

This application seeks planning permission for internal and external works comprising the conversion of a ground floor utility room into a bathroom, removal of ground floor partitions to form a kitchen/dining

room, relocation of the first-floor bathroom, replacement of the conservatory, and repairs to the roof of the older part of the building.

The proposed works comprise internal alterations and repairs to the listed building. At ground floor level, insulation is proposed to the walls, floor and roof of the existing lean-to extension at the northern end of the building to facilitate its use as a bathroom. Within the 19th century southern extension, several internal partitions would be removed to create an open-plan kitchen and dining area.

At first floor level, a new partition is proposed within the historic core of the building to create a lobby area adjacent to the staircase. Within the later 19th century addition, alterations are proposed to reconfigure the existing bedroom and bathroom accommodation, including the creation of an en-suite bathroom and an additional bedroom.

The existing conservatory, a modern addition to the property, would be replaced with a more substantial structure incorporating masonry walls, timber-framed glazing and a tiled roof. The replacement conservatory would increase in height from approximately 2.3m to 3.2m but would remain subordinate to the host building.

External works include repairs to the historic Horsham stone roof, comprising the removal and re-laying of the existing stone slates with replacement salvaged materials where necessary, together with the reinstatement of cast-iron rainwater goods.

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 Hassocks 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:

DP26 - Character and Design

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.

Hassocks Neighbourhood Plan

The Hassocks Neighbourhood Plan was made in July 2020.

Policy 5: Enabling Zero Carbon

Policy 9: Character and Design

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

Mid Sussex District Plan 2021 - 2039 - Submission Draft (Regulation 19)

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 is currently at Examination with initial hearings held in February/March 2026. The Council is consulting on Main Modifications which are required to ensure the plan is legally compliant and sound. 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:

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

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) (August 2026)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows;

- Design, Character and Impact on Heritage Assets
- Impact on neighbouring properties
- Biodiversity Net Gain

Design, Character and Impact on Heritage Assets

With regards to design and character, Policy DP26 of the Mid Sussex District Plan states:

'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 DP27); '*

Policy 9 of the Hassocks Neighbourhood Plans states that:

'Development proposals will be supported where they have regard to the Hassocks Townscape Appraisal, and where their character and design takes account of the following design principles as appropriate to the nature, scale and location of the particular proposal:

- *Is of high quality design and layout;*
- *Contributes positively to the private and public realm to create a sense of place;*
- *Respects the character and scale of the surrounding buildings and landscape;*
- *Protects open spaces and gardens that contribute to the character of the area;*
- *Protects valued townscapes and the separate identity and character of Hassocks, Keymer and Clayton;*
- *Does not cause unacceptable harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight, sunlight and security;*
- *Creates safe, accessible and well connected environments;*
- *Protects existing landscape features and contributes to the village's Green Infrastructure network;*
- *Incorporates the use of local materials which are appropriate to the defined Local Townscape Character Area; and*
- *Positively responds to the local vernacular character of the defined Local Townscape Character Area.'*

Policy DP3 of the NPPF relates to key principle of well-designed places and requires development proposals to respond to their context (the history, character and features of their site and its setting), so that they integrate with and enhance their surroundings, amongst other things.

The proposal relates to a Grade II listed building and comprises modest alterations. External changes relate to the existing conservatory at the eastern end of the property and the roof of the older part of the building.

It is proposed to replace the conservatory structure with brick walls, timber framed glazing, and a tiled roof. The older part of the building has a Horsham slate roof. The existing Horsham stone slates would be carefully removed and re-laid, with salvaged matching stone used only where replacement material is required. It is therefore considered that there will be minimal impact to the character of the area and the streetscene. The Conservation Officer raises no objection and confirms that the proposal preserves the special interest of the listed building.

Policy 5 of the Hassocks Neighbourhood Plan seeks to support measures that contribute towards reducing carbon emissions and improving the energy efficiency of buildings, provided that such measures are appropriate to their context. In this case, the proposal includes insulation to the walls, floor and roof of the existing lean-to extension to improve the thermal performance of the building. The Council's Conservation Officer has confirmed that these works are acceptable in principle and would preserve the special interest of the Grade II listed building, subject to details being secured by condition to ensure compatibility with the retained historic fabric. As such, the proposal would provide a modest improvement in energy efficiency whilst safeguarding the significance of the heritage asset, in accordance with Policy 5 of the Hassocks Neighbourhood Plan.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, Policies 5 and 9 of the Hassocks Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD and Policy DP3 of the NPPF.

The Council, as the Local Planning Authority, has a statutory duty to have special regard to the desirability of preserving heritage assets. Listed Buildings and their settings are afforded special protection under the planning regime by virtue of Sections 16(2) and 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (PLBCAA); the relevant heritage paragraphs of the NPPF and Policy DP34 of the District Plan.

Policy DP34 of the Mid Sussex District Plan states:

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

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

Proposals affecting such heritage assets will be considered in accordance with the policies in the National Planning Policy Framework (NPPF) and current Government guidance. Policy HE6 of the states that when considering the impact of a proposed development on the significance of a designated heritage asset, substantial weight should be given to the asset's conservation. Where a proposal has a positive effect, or causes no harm, than the proposal should be supported.

The Council's Conservation Officer has commented on the application and advised that the proposal would preserve the special interest of the listed building. She suggested the following details be added to the permission, if granted:

- Details of facing and roofing materials, including to the rebuilt conservatory, and the proposed salvaged stone and natural slate to be used to the 17th century roof. For the salvaged Horsham stone, a provenance should be provided giving as much detail as possible of the source.*
- New brickwork to match existing adjacent work in colour, texture and bonding pattern and in colour, texture and style of pointing.*
- Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of the following:*
 - typical example of the glazing to the conservatory*
 - typical eaves detail to the conservatory roof*
 - new internal doors (LBC only)*
- Detailed sectional drawings of the insulation work to the walls and roof of the northern lean-to, to show materials and finishes, and the relationship of new materials to retained historic fabric.*

These details can be secured through appropriately worded conditions attached to any consent. The proposal is therefore considered to meet the requirements of District Plan Policy DP34 and Policy HE6 of the NPPF.

In summary, in support of the view of the conservation officer, the proposal is considered to preserve the special interest and character of the listed building and therefore the proposal complies with policies DP26 and DP34 of the Mid Sussex District Plan, policies 5 and 9 of the Hassocks Neighbourhood plan and policies DP3 and HE6 of the NPPF.

Impact on Neighbouring Amenities

Policy DP26 in part seeks to ensure that development:

'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);'

A similar ethos is contained within the Mid Sussex Design Guide SPD.

Whilst the replacement conservatory would increase in height, the development would remain modest in scale and would be located within the existing footprint. Given its siting and relationship with neighbouring properties, the proposal would not result in any material loss of light, outlook or privacy to neighbouring occupiers. As such the proposal would thereby comply with policy DP26 in relation to the residential amenities.

Biodiversity Net Gain

Biodiversity net gain is required under a statutory framework introduced by Schedule 7A of the Town and Country Planning Act 1990. This is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. As a householder application this development is exempt from the requirement to provide biodiversity net gain.

PLANNING BALANCE AND CONCLUSION

In conclusion, the proposal is considered to preserve and protect the special interest of the listed building and it will not cause significant harm to the amenities of neighbouring occupiers. Therefore, the proposal complies with policies DP26 and DP34 of the Mid Sussex District Plan, the Planning (Listed Buildings and Conservation Areas) Act 1990 and policies DP3 and HE6 of the NPPF.

Decision: Permission

Case Officer: Tracie Axford