



RIDGE

DESIGN & ACCESS
STATEMENT

BANKING HUB
83/85 LONDON ROAD
EAST GRINSTEAD
RH19 1EQ
CASH ACCESS UK LIMITED



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Prepared for

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VERSION CONTROL

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DESIGN AND ACCESS STATEMENT

1. INTRODUCTION & SCOPE OF REPORT

1.1. Report Scope

This Design & Access Statement has been prepared by Ridge & Partners LLP on behalf of Cash Access UK Limited. The purpose of this document is to provide a description and justification of the proposed works to support the Full Planning Application and Advertisement Consent for 83/85 London Road, East Grinstead, RH19 1EQ to support the 'Banking Hub' as new tenants of the building.

1.2. Application Details

Applicant's name:	Cash Access UK Limited
Applicant's address:	27 Old Gloucester Street, London, WC1N 3AX
Site address:	83/85 London Road, East Grinstead, RH19 1EQ
Application reference number if known:	PP-14771365
About Cash Access UK Limited:	Cash Access UK Limited is a not-for-profit company set up by several UK banks and building societies to enable consumers and small businesses to access cash, deposit and basic banking services where they are needed across the UK. The company will facilitate the provision of a range of services including shared banking spaces on local high streets.

1.3. Details of the proposal:

Conversion of the site into a Banking Hub. Single glazed aluminium framed shopfront replaced with new double-glazed anodised aluminium framed shopfront finished in black / grey RAL 7021 and external ATM and spandrel panel surround to ATM. Two new louvres at ground floor level to the rear. Proposed condenser units Mitsubishi Electric MXZ-2F53VF3 and MXZ-2F33VF3 (or equal and approved) on the first-floor roof. Advertisement proposals include an externally illuminated main fascia sign, an externally illuminated heritage projecting sign, an internally illuminated directory of services and banking availability poster, two internally illuminated marketing posters, a community and ownership message, advertisement on the top collar of the ATM and on the entrance door - a DDA sign, CCTV sign and opening hours sign.

1.4. Heritage Assets

Is the application site located within a Conservation Area?	No
Which Conservation area is the application located within?	N/A
Is any part of the application site a listed building or listed garden?	No
Is the application site within 15 m of a listed building or listed garden?	No

2. PROJECT CONTEXT

2.1. Site Location

The site comprises of a two-storey terraced building situated along the main shopping high street known as London Road / A22 in the area of East Grinstead.

The ground floor of the building was previously used by Bathstore furniture shop. It is situated between a Subway food shop to the right and a Collingwood Batchellor furniture shop to the left. The building is directly opposite Clean Stitch tailors and V & T News Express Grocery Shop, with a similar row of terraced buildings on the other side of the road. There are a McDonald's and Lidl nearby, but most of the establishments along the A22 and across East Grinstead in general are independent businesses.



Figure 1: Photograph of the front of building.

2.2. History of 83/85 London Road

The building is a two storey mid-parade terrace built in the 1950s and was part of the town's post war commercial redevelopment. London Road itself is one of the town's long-standing thoroughfares. The historic high street to the west contains many medieval and Tudor buildings. London Road became increasingly commercialised in the 19th and 20th centuries as East Grinstead expanded along routes and later accommodated larger modern retail units.

2.3. Construction of 83/85 London Road

The external walls comprise of solid exposed facing brickwork to the main building, with cavity facing brickwork and metal built up cladding to the northern extension. The upper floor of the building features single glazed timber casement windows with leaded glazing to the south elevation and Georgian panes to the north. There is a metal shopfront with single glazing panes to the south elevation. The building features a pitched roof with a brick chimney stack, ceramic tiles to the southern pitch and slates to the northern pitch. To the northern extension there is a flat roof weathered with mineral felt. The roofs discharge to external cast iron and PVCu gutters, downpipes and drainage outlets.

2.4. East Grinstead Town Centre

According to the adopted District Plan policies map for East Grinstead Town Centre – see figure 2, as well as the draft District Plan policies map – see figure 3, the Site is located within the Town Centre boundary and the Primary Shopping Area of East Grinstead.

It is not located within either of the closest East Grinstead Conservation Areas (hatched dark blue areas on the draft plan map), which are centred around the High Street and East Court and Estcots, College Lane. The areas of light blue on the draft plan map are Areas of Townscape Character.

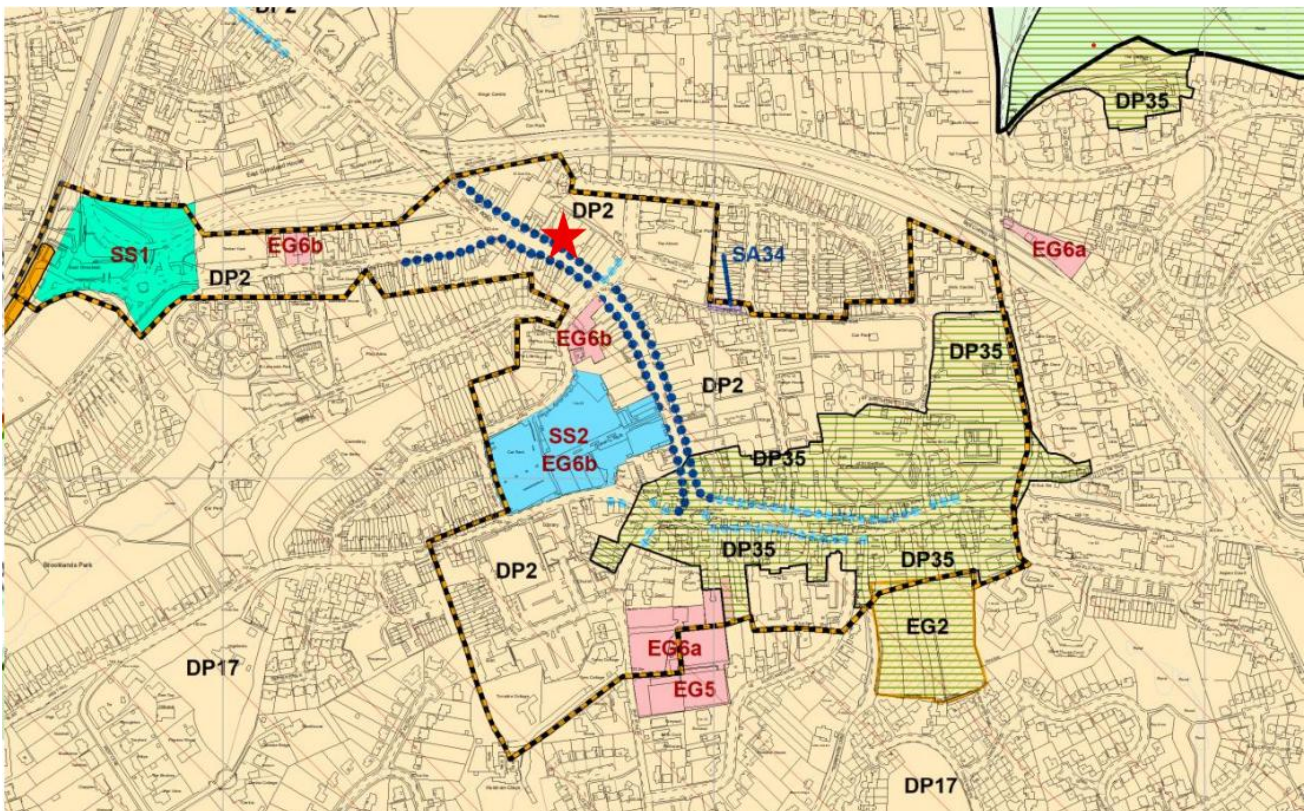


Figure 2: Mid Sussex adopted District Plan Policies Map, with the site marked by the red star.

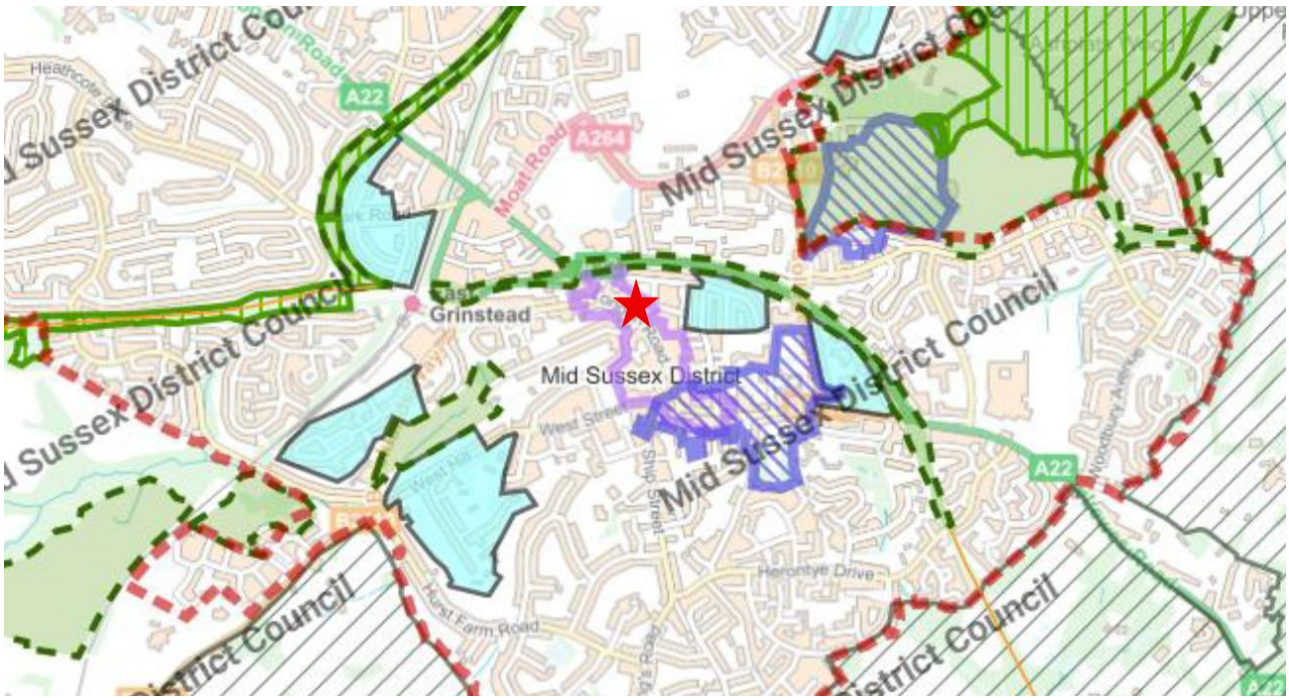


Figure 3: Mid Sussex Draft District Plan Policies Map, with the site marked by the red star.

2.5. Historic Context

The site is not a listed building; however, there is a listed building within the vicinity of the site. No. 76 on London Road is a Grade II Listed building shown with a grey marker.

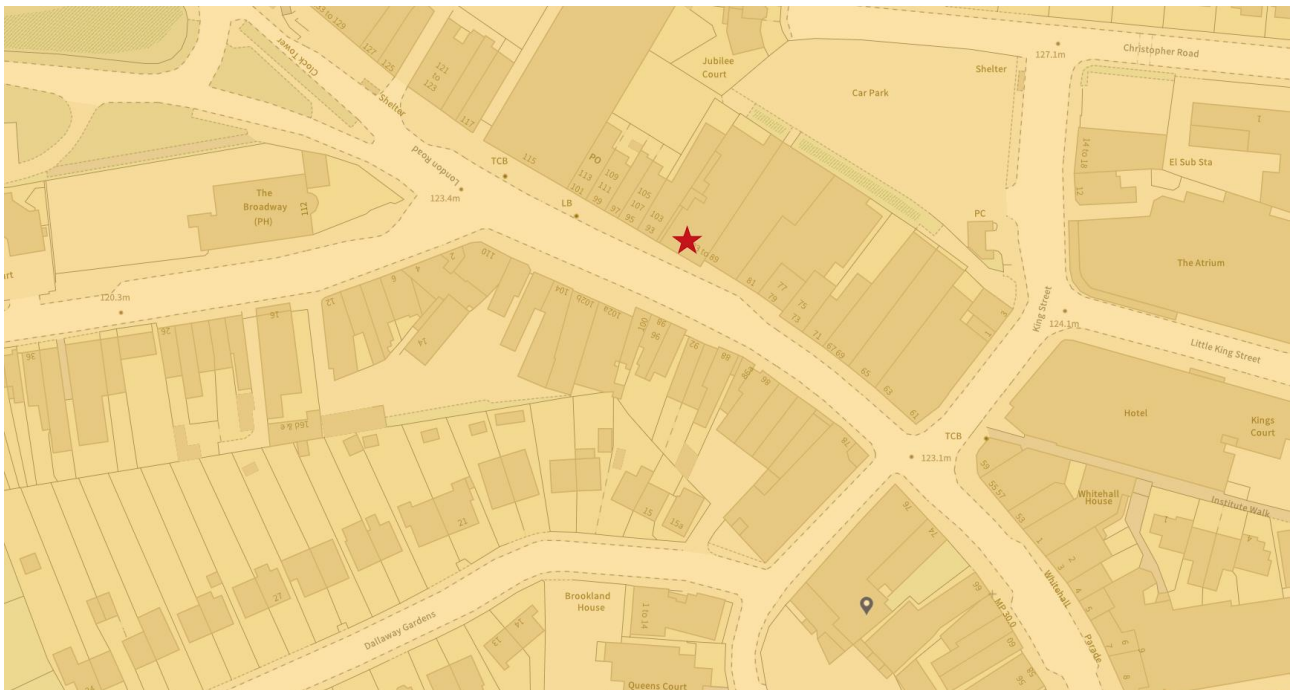


Figure 4: The grey marker shows the listed building in the wider High Street area. The red star shows the location of the site (map provided by Historic England).

2.6. Flood Risk

The proposed site is located within Flood Risk Zone 1 and there is no evidence of any surface water flood risk.



Figure 5: Flood risk for planning map showing the flood zones and the site marked with a red star (map provided by EA).



Figure 6: Flood risk for planning map showing the surface water flood risk, with the site marked with a red star (map provided by EA).

In summary, the site lies within Flood Risk Zone 1, with no evidence of surface water flooding, and the proposals do not increase the building footprint. Therefore, in our view, the development is not unlikely to alter surface water flood risk on the site or in the surrounding area.

2.7. East Grinstead Town Centre SSSI Impact Risk Zone

The proposed site is located within the outer bounds for the Weir Wood Reservoir SSSI Impact Risk Zone, which is approximately 3km from the Weir Wood Reservoir SSSI itself. In our view, it is unlikely that any proposals associated with the banking hub would affect the SSSI.

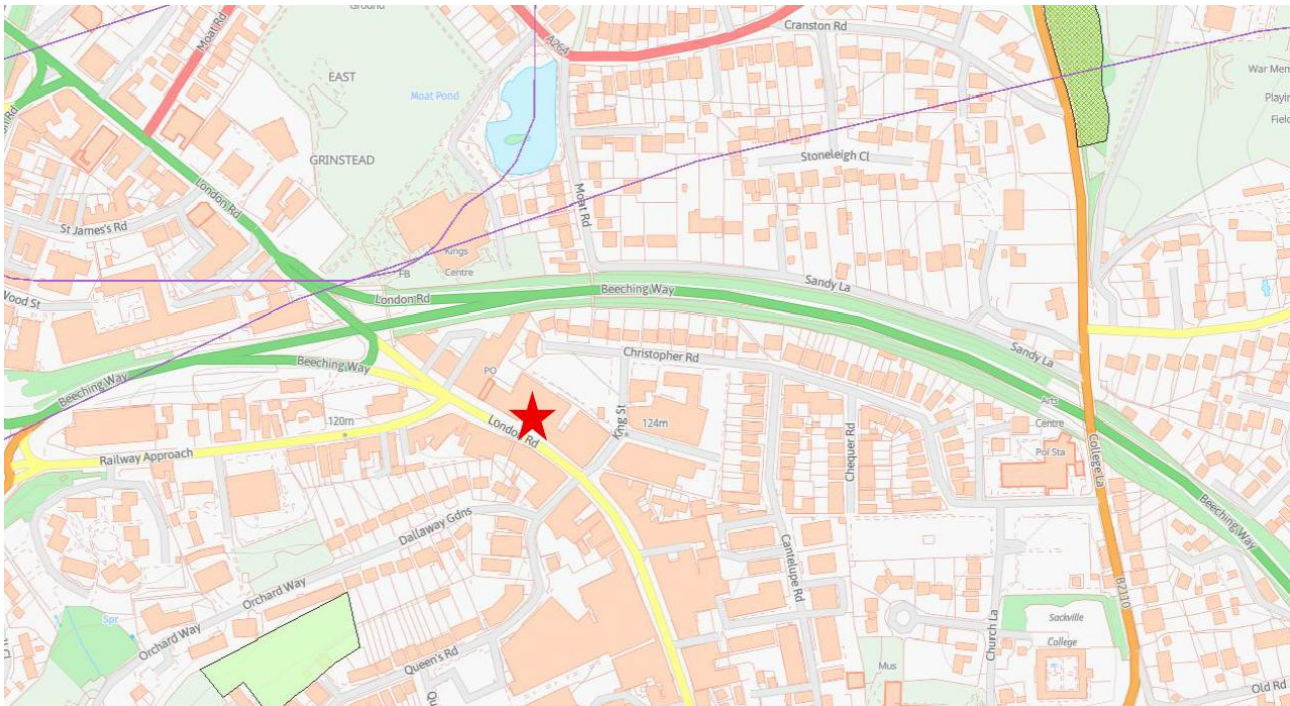


Figure 7: Map of the ecological constraints that affect the site, with the site marked with a red star (map provided by MAGIC Maps).

The proposals include for the shopfront to be replaced. The proposals will not increase traffic or operating noise levels, as such causing no disturbance to wildlife. The waste will connect to the existing sewage system and surface water run-off will remain as existing.

Overall, the proposed development is contained within the existing building envelope and external modifications are minor, therefore, in our view, the proposals will have limited impact on the immediate site and surrounding area.

2.8. External Noise

The proposed condenser units Mitsubishi Electric MXZ-2F53VF3 and MXZ-2F33VF3 (or equal and approved) will be located on the first-floor roof. The condenser units will generate an average sound pressure of 51dBA at 1 meter from each unit. Given the proposed condensers are located near existing condensers, it is not considered that the units will cause disturbance over the normal sound levels of the commercial high street. Moreover, the operational hours of the condensers will be limited to the busiest times of the high street. Therefore, we request a full noise impact assessment / acoustic report is not required.

2.9. Lighting Assessment

The proposals comprise of one externally illuminated fascia sign and one externally illuminated projecting hanging sign on the building's frontage. Both will emit a minimal amount of external light, appropriate to and consistent with the existing ambient lighting in the area. Other illuminated advertisement includes the directory of services and bank availability poster and 2 no. marketing posters, which are all located within the shopfront glazing and lit by an internal spotlight.

2.10. Existing / Proposed Use

The proposed site was previously used for retail purposes; thus, its current Use Class is E(a). The Banking Hub will be Use Class E(c)(i) Financial services, therefore a Change of Use application is unnecessary for the use of the site as a Bank Hub, as it will still be Class E.

2.11. Planning History of 83/85 London Road

The planning history of the site is as follows:

APPLICATION	ADDRESS	STATUS	DECISION DATE	PROPOSAL
05/02359/ADV	83, London Road, East Grinstead RH19 1EQ	Approved	5 th January 2006	Replacement fascia sign to front elevation with projecting sign and two replacement signs to rear elevation. Amended location plan received 21/11/05 showing correct unit identified (previous plan submitted identified units incorrectly).
02/00409/FUL	83-89, London Road, East Grinstead RH19 1EQ	Approved	2 nd April 2002	Installation of 1m diameter satellite antenna wall mounted on rear elevation.
GR/402/79	83-89, London Road, East Grinstead RH19 1EQ	Approved	29 th January 1980	Display window extension.
GR/164/79	83-85, London Road, East Grinstead RH19 1EQ	Approved	24 th July 1979	Application under Article 5(3) of the Town and Country Planning General Development Order 1977 for erection of two additional showrooms at rear (extant permission) not yet expired) (4314 sq ft)

APPLICATION	ADDRESS	STATUS	DECISION DATE	PROPOSAL
GR/012/78	83-85, London Road, East Grinstead RH19 1EQ	Approved	29 th February 1978	Enclosure of flat roof to form improved fire escape route and additional office.

2.12. Schedule of Works:

External Works:

External works to convert the retail unit into a Banking Hub includes the following:

Demolition:

- Existing shopfront to be demolished.

Proposed:

- New double glazed anodised aluminium shopfront finished in black / grey, RAL 7021.
- Push pad on entrance door for automatic opening for disabled users.
- 2 no. new condensers on the first floor roof.

Advertisement Proposals:

- Externally illuminated main fascia sign.
- Externally illuminated heritage projecting sign.

Internal Works:

An interior fit-out is required to convert the space into a banking hub and will include the following:

Proposed:

- New internal wall partitions, new internal doors and new suspended ceilings.
- A full internal redecoration of all walls, ceilings and joinery items will be required to meet Cash Access UK standard.
- Install fixed furniture to meet Cash Access UK requirements.

Advertisement:

- An internally illuminated directory of services and banking availability poster.
- 2no. internally illuminated marketing posters.
- A community and ownership message
- A DDA sign, CCTV sign and opening hours sign on the main entrance door.

2.13. Access

A level, unobstructed threshold will be retained at the main entrance to ensure inclusive access for all users. The entrance door will be equipped with a push pad activation system, enabling automatic opening for disabled users. All internal works will be designed to provide wheelchair access throughout the building.

2.14. Site Photographs



Figure 8: View of the front elevation (top image)



Figure 9: View of the interior (bottom image).

3. SUPPORTING DOCUMENTATION

Please refer to the below planning drawings that support this Full Planning and Display of Advertisements Application:

EAST0211A-RDG-XX-00-D-A-990001-Location Plan
EAST0211A-RDG-XX-00-D-A-990002-Site Block Plan
EAST0211A-RDG-XX-00-D-A-990003-Existing Layout
EAST0211A-RDG-XX-00-D-A-990004-Demolition Layout
EAST0211A-RDG-XX-00-D-A-990005-Proposed Layout
EAST0211A-RDG-XX-ZZ-D-A-990007-Existing Elevations
EAST0211A-RDG-XX-ZZ-D-A-990008-Proposed Elevations

4. PHOTO REFERENCES

Figure 1	Photograph of the front of the building 03/12/2025
Figure 2	Mid Sussex adopted District Plan Policies Map
Figure 3	Mid Sussex Draft District Plan Policies Map
Figure 3	Historic England Listed Buildings Map
Figure 5	Flood risk planning map provided by Environment Agency
Figure 6	Flood risk planning map provided by Environment Agency
Figure 7	Map of the ecological constraints provided by MAGIC Maps
Figure 8	Photograph by Ridge and Partners LLP on 03/12/2025
Figure 9	Photograph by Ridge and Partners LLP on 03/12/2025



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