

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2172	Case Officer:	Caroline Grist
Application Type:	Listed Building Consent		
Proposal:	Internal alterations including new flooring laid over existing, other than removal and replacement of carpet, restoration and replication of skirting boards, architraves and cornicing, restoration or duplication of internal doors, retention and restoration of picture rails and staircases, new plaster and decoration to walls and ceiling, installation of new sanitaryware, new moulding, installation of new kitchen, restoration and installation of new joinery, new opening for lightwell in the kitchen and dining room, removal of mezzanine floor in the TV room, re-instatement of lift, installation of lowered ceilings to house ventilation in first floor ensuites, blocking up of first floor windows into gallery, and the installation and removal of internal walls, including the removal of the ensuite wall associated with bedroom 1 (F04a).		
Site:	Wykehurst House, Wykehurst Park, Colwood Lane, Bolney, Haywards Heath, West Sussex, RH17 5QQ,		
Validation Date	2 Sep 2025	Overall Expiry Date:	6 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	15 Apr 2026
Target Date:	28 Oct 2025	Recommending Officer Signature:	<i>Caroline Grist</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Stephen Ashdown</i>	Date:	16 Apr 2026
Comments:			

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MID SUSSEX DISTRICT COUNCIL

DM/25/2172

Wykehurst House, Wykehurst Park, Colwood Lane, Bolney, Haywards Heath, West Sussex, RH17 5QQ

Internal alterations including new flooring laid over existing, other than removal and replacement of carpet, restoration and replication of skirting boards, architraves and cornicing, restoration or duplication of internal doors, retention and restoration of picture rails and staircases, new plaster and decoration to walls and ceiling, installation of new sanitaryware, new moulding, installation of new kitchen, restoration and installation of new joinery, new opening for lightwell in the kitchen and dining room, removal of mezzanine floor in the TV room, re-instatement of lift, installation of lowered ceilings to house ventilation in first floor ensembles, blocking up of first floor windows into gallery, and the installation and removal of internal walls, including the removal of the ensuite wall associated with bedroom 1 (F04a).

Mr M Blencowe

SUMMARY OF REPRESENTATIONS

No representations have been received in response to this application.

SUMMARY OF CONSULTEES

Historic England

In this case we do not wish to offer any comments.

Southern Water

Southern Water has determined that the flow rate for the above site will remain consistent, so capacity is not an issue, and no Southern Water assets will be affected. Therefore, Southern Water has no objections to this proposal.

Conservation Officer

Final Comments

The application has been revised to remove the partitioning to the ensuite associated with bedroom 4. This is welcomed and addresses this objection to the proposal as submitted. In my opinion, for the reasons set out in my previous comments the proposal is now on balance acceptable, meeting the requirements of District Plan Policy DP34 and the relevant paragraphs of the NPPF.

In terms of the submitted plans, there may be one omission (unless it is me missing something)- I am not sure we have the updated finishes plan for the first floor showing the above amendment? I would recommend this is submitted prior to a decision being issued, for completeness. I also note that the Schedule of Works refers to the reinstatement of the first to second floor staircase which is part of a separate application (3.4 and 4.1 of the document)- this reference and any other related notes should be removed if not part of the works covered by this application. The same applies to replacement of windows (4.1).

I would also recommend the following conditions on an approval:

- Detailed drawings at an appropriate large scale, including sections, and annotated to show materials and finishes, of new internal doors at the following locations - the new double doors at G.12, the new double doors between G.02 and G.03, the new double doors to the stairwell at first floor F.01

- Details of new timber and tile flooring to all floors (I don't think we need details of carpet as this is easily reversible and more superficial work). Your drawings should be cross-referenced to floor plans to show the location of the work.
- Details of new plaster moulding and cornicing to all floors. Your detailed drawings should be cross-referenced to floor plans to show the location of the work.
- Details of new ironmongery to doors to all floors. These details should be cross-referenced to floor plans to show the location of the work.
- Details of the method of paint removal to the built-in joinery to the library (G.26).
- Details of the new lift to be reinstated within and above G.29, including any works to the lift enclosure or surrounding fabric.

Obviously works to the building have already commenced, but in any case I would be happy for the above to be prior to the commencement of the specific work mentioned if this is helpful.

PARISH COUNCIL OBSERVATIONS

No objection subject to the support of the Conservation Officer.

INTRODUCTION

Listed building consent is sought for a range of works, including retrospective works, to the inside of the building.

RELEVANT PLANNING HISTORY

F/58/223 - Outline application. Conversion of mansion house to flats. Permission.
 F/61/472 - Rehabilitation of ex flat and provision of 2 additional staff flats. Permission.
 F/68/507/A - Outline application. Conversion into 15 self-contained flats. Permission.
 F/72/62 - Conversion of 11 self-contained flats and owners residence. Permission. ESCC.
 BK/21/92 - Retaining walls due to unlevel site. Permission.
 BK/024/84 - Repair work to overcome damage caused by water penetration and dry rot. Alteration of existing window opening to form new stone mullioned window with casement lights. Permission.
 BK/7/85 - Construct new bathroom / convert existing to shower room (flat 7). Permitted Development.
 BK/007/90 - Glazing over internal courtyard. Permission.
 DM/25/2916 - The property is currently used as a single private dwelling, established over 10 years ago following a prior internal conversion to flats. We seek certification of the use as a single dwelling. Permission.

Applications pending consideration

DM/25/2644 & DM/25/2645 - External works within the grounds of Wykehurst House to include: Garden wall repairs, alterations to existing entrance gate, installation of new entrance gate and new plant equipment area.

DM/25/2654 & DM/25/2655 - Retrospective permission is sought for repairs to roof damage and missing tiles, replacement to lead work, installation of lightning protection, replacement of rotten timber windows timber framework and cracked or missing glass panes.

DM/25/3228 & DM/25/3229 - Permission is sought for internal and external alterations including creation of new openings in existing walls, installation of new staircase and bridge to connect the two sides of the lightwell at second floor, installation of new architectural mouldings and other details, replacement of existing rooflight, and refurbishment of the Second Floor Lounge to include installation of new joists, ceiling and two new fireplaces into existing fireplace openings.

DM/26/0694 & DM/26/0695 - External works within the grounds of Wykehurst House to include: proposed pool building, proposed pool, reinstate opening within existing wall, new gate to existing wall, reinstate stone steps within the landscape, restore existing stone steps, reinstate landscaping and new gates.

DM/26/0768 - Removal of existing clay plain tiles and slate roof coverings. Replacement with new clay plain tiles, reuse and partial replacement of slate roof coverings.

SITE AND SURROUNDINGS

Wykehurst House is a two storey mansion, with attic and basement rooms, in the style of a French chateau. It is a stone building, with a tiled roof and has timber windows. Private amenity space lies to the south of the house, with the access to the north that spans from Colwood Lane to the west and London Road to the east. A lodge house still remains at each access to the public highway. Situated further north are the Coach House and Stables as well as The Pump House, both of which have been converted to residential use.

Wykehurst House is a Grade II* listed building that lies outside of the built up area of Bolney and is therefore within the countryside. It is also situated within the High Weald Area of Outstanding Natural Beauty.

APPLICATION DETAILS

Listed building consent is sought for a range of internal works to the property, including those which are retrospective. This includes:

- new flooring laid over existing, other than removal and replacement of carpet,
- the restoration and replication of skirting boards, architraves and cornicing,
- the restoration or duplication of internal doors,
- the retention and restoration of picture rails and staircases,
- new plaster and decoration to walls and ceiling,
- the installation of new sanitaryware,
- new moulding,
- a new kitchen,
- the restoration and installation of new joinery,
- a new opening for lightwell in the kitchen and dining room,
- the removal of mezzanine floor in the TV room,
- the re-instatement of lift,
- the removal of partitions and new partition walls installed in bedroom 1,
- the installation of lowered ceilings to house ventilation in first floor ensembles,
- blocking up of first floor windows into gallery, and
- the removal of internal walls including the ensuite associated with bedroom 1 (F04a).

A more detailed schedule of works is set out in the submitted "Building Condition Survey and Schedule of Proposed Alterations".

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 Allocations Document (DPD) and Bolney 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:

DP34 - Listed Buildings and Other Heritage Assets

Site Allocations Development Plan Document (DPD)

The Site Allocations DPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

There are no relevant policies.

Bolney Neighbourhood Plan

The Bolney Neighbourhood Plan was formally made on 21st September 2016.

There are no relevant policies.

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation Draft

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 (Regulation 19) is currently at Examination and hearings were concluded on the 19th March 2026. 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:

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) (December 2024)

ASSESSMENT

Section 16 (2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states '*In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses*'.

Policy DP34 of the Mid Sussex District Plan relates, in part, to development affecting listed buildings:

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

- o 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;*

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

The application relates to a Grade II* listed country mansion located in a rural position outside Bolney. The house was constructed in 1871-1874 to designs by Barry, in the highly ornate Francois Premier style. It has been subject to extensive alterations and reconstruction following periods of use as a hotel during the early 20th century, requisitioning and then abandonment during and after WWII, and conversion to flats during the 1970s. The current proposal, which is partly retrospective, is for extensive works throughout the interior of the building including alterations to the layout, new doors, architraves, skirting and cornicing.

The application has been reviewed by the Conservation Officer and further information and plans, such as to show the building as it is now and its anticipated finish, have been submitted during the course of the application. Aspects of the development have also been removed as subsequent applications have been submitted.

The Conservation Officer has advised that there are some areas where minor adverse impacts on the special interest on the listed building have occurred through the loss of historic fabric and/or the plan form, such as the re-positioning of an opening between the hallway and boot room at ground floor. In general, however, it was concluded that the works of reinstatement and restoration which have occurred within these same areas mitigate for these harms.

There was one exception to the above that was considered to harm the special interest of the listed building. This was the installation of a partition wall in room F04, on the first floor, to create an ensuite and dressing room. This partition was considered to have an adverse impact on the floor plan of this room and resulted in a very poor relationship with the original window and surround that it bisects. No compensatory works could be identified that would counterbalance the harm from this aspect of the works and the plans now show that this wall is to be removed. A condition, specifically relating to this aspect of the works, will therefore be necessary to ensure the removal of this wall and to secure details of reinstatement works to remedy the identified harm. Other conditions have also been recommended, relating to specific aspects of the work, and are considered to be necessary to ensure that the works do not cause harm to the special interest of this listed building.

It is therefore considered that, on balance, the proposal would be acceptable in terms of the impact to the listed building and would therefore accord with policy DP34 of the Mid Sussex District Plan.

PLANNING BALANCE AND CONCLUSION

In conclusion, the proposal would accord with the requirements of policy DP34 of the Mid Sussex District Plan and is therefore considered acceptable.

Decision: Permission

Case Officer: Caroline Grist