

Emily Wade

From: Emily Wade
Sent: 01 July 2025 08:26
To: Simon Lock; Mateusz Lagowski
Cc: MSDC Regulatory Services; Chris; Building Control
Subject: RE: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane
Staplefield Haywards Heath West Sussex RH17 6EW

Dear Simon (and Mateusz)

Thank you for including me in this email chain.

As you may know, listed building consent was granted on 2nd May this year for re-roofing works at Little Tyes, including replacement of all of the roof tiles. Details of the tile to be used were requested by a planning condition, which was subsequently discharged. You can see the full details of the consented works online via our website, using the reference DM/25/0633:

[View and Comment on Planning Applications - Mid Sussex District Council](#)

The emails below appear to suggest that significant structural repairs may be required to the roof structure of the building. You should be aware that works of this nature over and above those detailed in the drawings etc. accompanying the existing consent are likely to require a further application for listed building consent. You should also be aware that carrying out work to a listed building which would require consent, without that consent being in place, is a criminal offence- for this reason I would strongly advise that prior to commencing any such structural repair works you should contact me again directly with a further details of the works required, so that we can establish or not a further application is needed.

It is possible that the insulation mentioned by Mateusz may also need consent- again we would need further details to establish whether this is the case. The installation of insulation within historic timber framed roof structures must be carefully considered in terms of materials and method to insure there is no damage to the structure, and that the materials used are compatible with the context (e.g. they must be breathable).

Kind regards,

Emily Wade

Please note that this advice is given at Officer level only and is without prejudice to the formal decision of the District Council.

Submit your planning application online.
<http://www.planningportal.gov.uk>

Emily Wade Ma MSc
Conservation Officer
Planning Services
Tel: +44 (0)1444 477385
emily.wade@midsussex.gov.uk <http://www.midsussex.gov.uk>



From: Simon Lock <locksimon@hotmail.com>

Sent: 30 June 2025 23:12

To: Mateusz Lagowski <Mateusz.Lagowski@midsussex.gov.uk>

Cc: Emily Wade <Emily.Wade@midsussex.gov.uk>; MSDC Regulatory Services <mpc@midsussex.gov.uk>; Chris <onnassis1@hotmail.com>; Building Control <buildingcontrol@midsussex.gov.uk>

Subject: Re: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW

Dear Mateusz,

Thank you for your email today dated the 30th June, and many thanks for including the Conservation Officer, Emily Wade.

With reference,

Having paid for Pre Planned advice which was debited from our account of £45.00, we received the following reply :

Emily Wade <Emily.Wade@midsussex.gov.uk>

Date: 10 June 2024 at 09:03:28 BST

To: locksimon@hotmail.com

Subject: Little Tyes, Brantridge Road, Staplefield DM/24/1147

Dear Mr Lock

I am writing to you in connection with the above pre-application enquiry, for which I am the case officer, in order to respond to your query regarding the need for listed building consent for works at Little Tyes, Brantridge Road, Staplefield.

As you know, Little Tyes is a Grade II listed probably 17th century cottage located next to Upper Staplefield Common, within the Staplefield Conservation Area. Your current enquiry relates to a proposal to reroof the building. Although you have stated that this would be done on a like-for-like basis, in my opinion the work has the potential to affect the special architectural and historical interest of the building, and as such will require the benefit of listed building consent.

An application form and checklist can be found on our website, here (scroll down to form 13):

[Apply for Planning Permission - Mid Sussex District Council](#)

I hope the above is helpful,

Kind regards,

Emily Wade

Please note that this advice is given at Officer level only and is without prejudice to the formal decision of the District Council.

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<http://www.planningportal.gov.uk>

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Conservation Officer
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All further communications can be viewed via www.midsussex.gov.uk/planningregister

Reference : DM/25/0633

With reference to point AD.2. please could you provide the guidance from Emily Wade for which you sort as per:

Building Regulations 2010
Approved Document L
0.12

kind Regards

Simon and Chris

From: Mateusz Lagowski <Mateusz.Lagowski@midsussex.gov.uk>

Date: Monday, 30 June 2025 at 11:00

To: Simon Lock <locksimon@hotmail.com>

Cc: Emily Wade <Emily.Wade@midsussex.gov.uk>, MSDC Regulatory Services <mpc@midsussex.gov.uk>, Chris <onnassis1@hotmail.com>, Building Control <buildingcontrol@midsussex.gov.uk>

Subject: RE: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW

Good morning, Mr Simon,

Please note I have CC Emily Wade in this email. Please provide the report of agreed works authorised by case officer Emily Wade, as referenced in your email 25.06.2025.

For benefit of clarification, I attached the report and pictures of front building rafters.

I have requested the following additional information for the works:

“

1. Front, main building rafters are in dilapidated state. Please provide structural engineer assessments of structural stability of the structure, then provide the conclusion to the LABC.
2. Roof insulation need to achieve compliance with Approved Document L.

”

Ad1

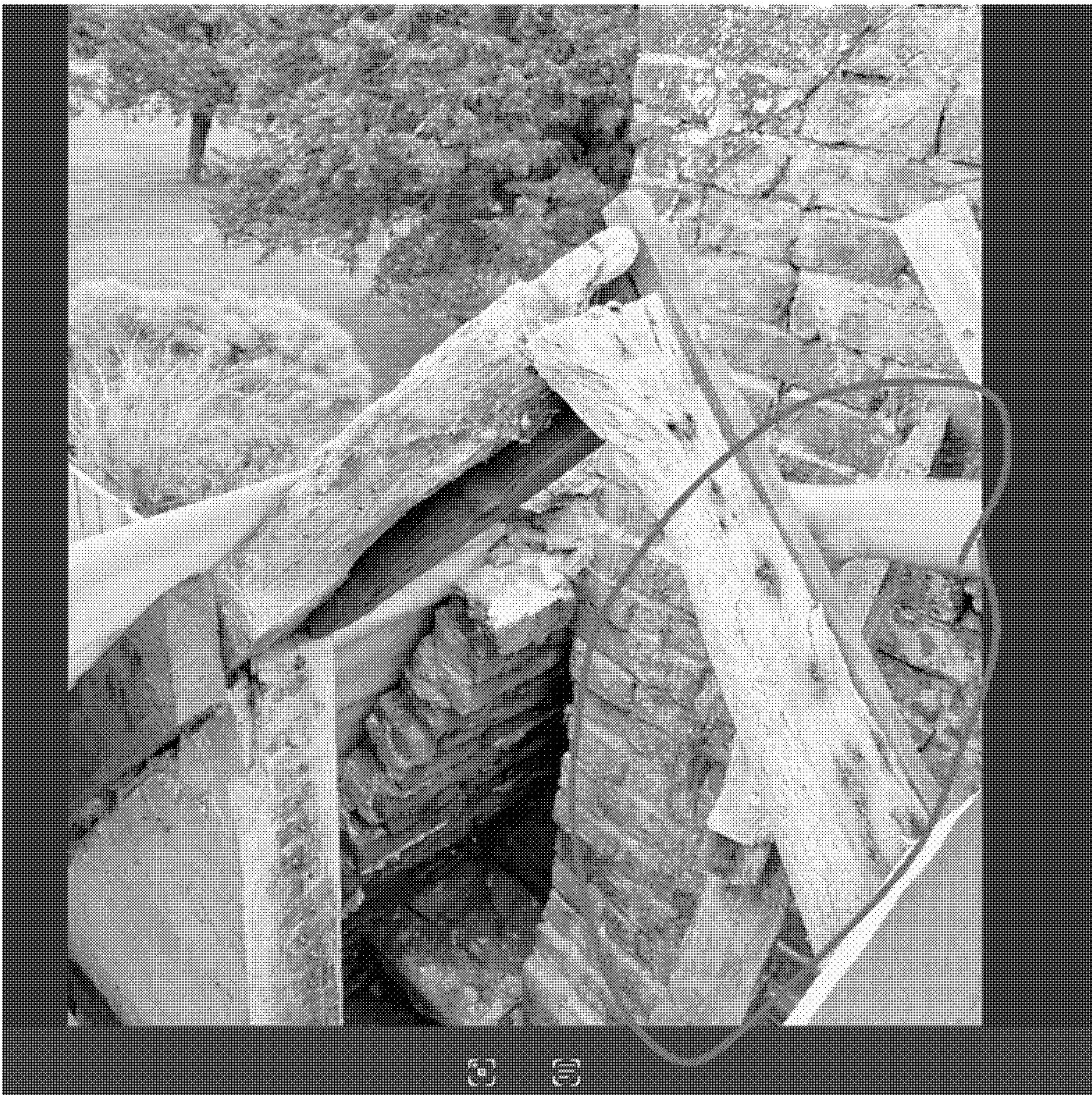
During site inspection condition of the roof structure (already reinforced from one side in the past) was in below state.

I was able to break the reinforced timber member with my thumb (picture below).

Rafters next to chimney collapse during roof covering replacement. (picture below).

Most if not all timber members appear to be infested by wood worm. Purlin is deformed and is not providing support to part of the rafters.

A confirmation from Structural Engineer or other suitable person is necessary to confirm that current structure can reliably support the weight of the timber and will not create a risk of collapsing.



Ad.2.

Approved Document L required in point 4.11. that U-value of existing elements being renovated meet the limiting standards in table 4.3.

In the body of my report, I stated the industry standard way to achieve that, that is acceptable by BC. But required U-value might be achieved by any way designer and builder find suitable for the project.

Table 4.3 Limiting U-values for existing elements in existing dwellings

Element	U-value $W/(m^2 K)$	
	(a) Threshold	(b) Improved
Roof ²⁰²⁴	0.35	0.16
Wall – cavity insulation ²⁰²⁴	0.70	0.55
Wall – internal or external insulation ²⁰²⁴	0.70	0.30
Floor ²⁰²⁴	0.70	0.25

NOTES:

1. Area-weighted average values.
2. For dormer windows, 'roof' includes the roof parts of the windows and 'wall' includes the wall parts (cheeks).
3. If meeting such a standard would limit head room, a lesser standard may be appropriate. In such cases, both of the following should be achieved.
 - a. The depth of the insulation plus any required air gap should be at least to the depth of the rafters.
 - b. The insulant should be chosen to achieve the lowest practicable U-value.
4. If there are problems with the load-bearing capacity of the frame or height of the upstand, for a flat roof or roof with integral insulation, a lesser standard may be appropriate.
5. This applies only to a wall that is suitable for cavity insulation. Where this is not the case, it should be treated as 'wall – internal or external insulation'.
6. If meeting such a standard would reduce the internal floor area of the room bounded by the wall by more than 5%, a lesser standard may be appropriate.
7. The U-value of the floor of an extension may be calculated using the exposed perimeter and floor area of the whole enlarged dwelling.
8. If meeting such a standard would create significant problems in relation to adjoining floor levels, a lesser standard may be appropriate.

Kind regards

Mateusz Lagowski
My working hours are Monday and Tuesday
Building Control
07702 034240
mateusz.lagowski@midsussex.gov.uk

From: Simon Lock <locksimon@hotmail.com>
Sent: 25 June 2025 19:32
To: Building Control <buildingcontrol@midsussex.gov.uk>
Subject: FW: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW

You don't often get email from locksimon@hotmail.com. [Learn why this is important](#)

From: Simon Lock <locksimon@hotmail.com>
Date: Wednesday, 25 June 2025 at 19:29
To: mpc@midsussex.gov.uk <mpc@midsussex.gov.uk>, Chris <onnassis1@hotmail.com>

Subject: Re: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW

Good afternoon,

Further to your report regarding Little Tyes - Reference BC/25/0517

As stated in your letter “ **Building Control Officers are unable to provide design advise to resolve non compliances, however they can provide clarification of the requirements on Requests.**”

Therefore, I am requesting clarification of Mateusz Lagowski’s requirements to meet the already agreed works (specifically) “ **Repair works to roof include the replacement of all existing roof tiles, with roof tiles to match, reclaiming any existing roof tiles where possible** ” As authorised by Case officer Emily Wade, pertaining to a 17th Century grade 2 listed residential property of this nature.

Regards

Simon

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

Date: Tuesday, 24 June 2025 at 14:42

To: locksimon@hotmail.com <locksimon@hotmail.com>

Subject: Building Regulations application-BC/25/0517 Little Tyes Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW

Dear Mr Simon Lock

This is sent from an unmonitored account.

Email correspondence should be sent to buildingcontrol@midsussex.gov.uk

Please find attached an inspection report

Regards

Building Control, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex, RH16 1SS

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