

DAVID JENKINS DESIGN

RIBA CHARTERED ARCHITECTS



1 OLD CHURCH COTTAGES, HORSTED KEYNES

GROUND FLOOR EXTENSION, INTERNAL ALTERATIONS AND
REPAIR

PLANNING, DESIGN & HERITAGE STATEMENT

ISSUE 2 - JANUARY 2026

INTRODUCTION

Site Address - 1 Old Church Cottages, Church Lane,
Horsted Keynes, RH17 7AY

Our planning application for a side extension and alterations has been prepared following positive planning and conservation officer feedback from a recent pre-application enquiry. The scheme proposals have been significantly reduced in scale and footprint in response to an earlier planning refusal in April 2025.

The property is a 2 bedroom semi-detached house. The original parts of the historic cottages are understood to date from 17th Century and are Grade II listed, within the Horsted Keynes conservation area and High Weald AONB.

The house is situated towards the end of Church Lane and is setback from the road which runs along the western boundary of the site. Mature hedging and planting to the north and west boundaries provides screening. St Giles primary school is situated to the north and St Giles Church to the east. The adjoining property Spring Cottage has been extended to the side and has a conservatory to the rear.

The original portion of the cottage is constructed using traditional timber box framing structure with sandstone plinth walls evident to the north of the property. It is our understanding that the rear (south) gable projections facing the gardens are not part of the original cottages and were constructed during the 20th century, possibly 1930's/1950's based on the use of crittall style windows, slate dpc and facing stretcher bond brickwork at ground floor and facing timber and render panels to the first floor.

Our client is a carpenter and intends to carefully restore and repair the existing cottage which is in poor general condition.

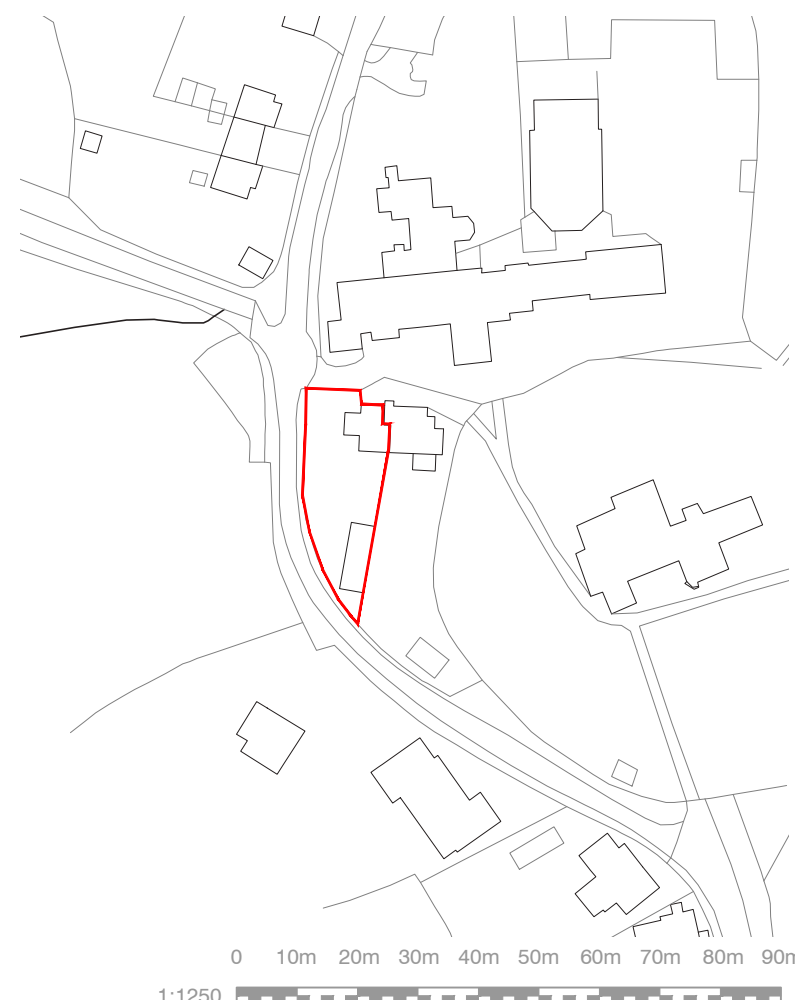
The existing single storey bathroom extension - which is 'not of any particular quality', is in a serious state of disrepair and needs rebuilding. Couple this with the fact that the property is too small to comfortably live in for the client, (who wants to stay at the property and raise a family there)

Our proposal will address both of these issues through reconstruction of the bathroom and modest addition of a small dining space off the existing kitchen, easing pressure on the layout with no direct impact on the original historic core structure of the cottage.



N
AERIAL IMAGE
Not to scale

- 1 - House
- 2 - Proposed area for small extension
- 3 - Existing Porch
- 4 - Workshop (Built 2022)
- 5 - Vehicle access
- 6 - Spring Cottage
- 7 - St Giles School
- 8 - St Giles Church



LOCATION PLAN

1:1250 @ A3

1 OLD CHURCH COTTAGES
(APPLICATION SITE)

SPRING COTTAGE



PLANNING HISTORY



The property's relevant planning history is outlined below:

- May 2021: Pre-application enquiry for a 2-storey extension and workshop (DM/21/1926)
- October 2021: Planning application for a single storey workshop, new driveway, entrance gate and associated landscaping (DM/21/3790) which was approved and later built in 2022.
- September 2024: Planning & LBC application for a single storey extension and internal alterations (DM/24/2128 & DM/24/2144)
- January 2025: Revised proposals issued with reduced footprint and pitched roof following planning and parish council feedback.
- April 2025: Further reduced scheme issued informally for consideration.
- April 2025: Refusals for DM/24/2128 & DM/24/2144)
- September 2025: Pre-application enquiry for a reduced side extension in response to earlier refusal. Positive MSDC feedback received Oct 2025.

The initial 2021 pre-application (see left). Feedback for the 2-storey extension proposal (DM/21/1926) is outlined below:

The principle of removing the single storey bathroom extension was supported due to it being a relatively modern addition and *'not of any particular quality'*. However the 2-storey proposal was considered *'contentious'* in height and bulk which would be *'inappropriately dominant in relation to the modestly sized historic core of the building'*. It was suggested that a single storey addition would be more acceptable.

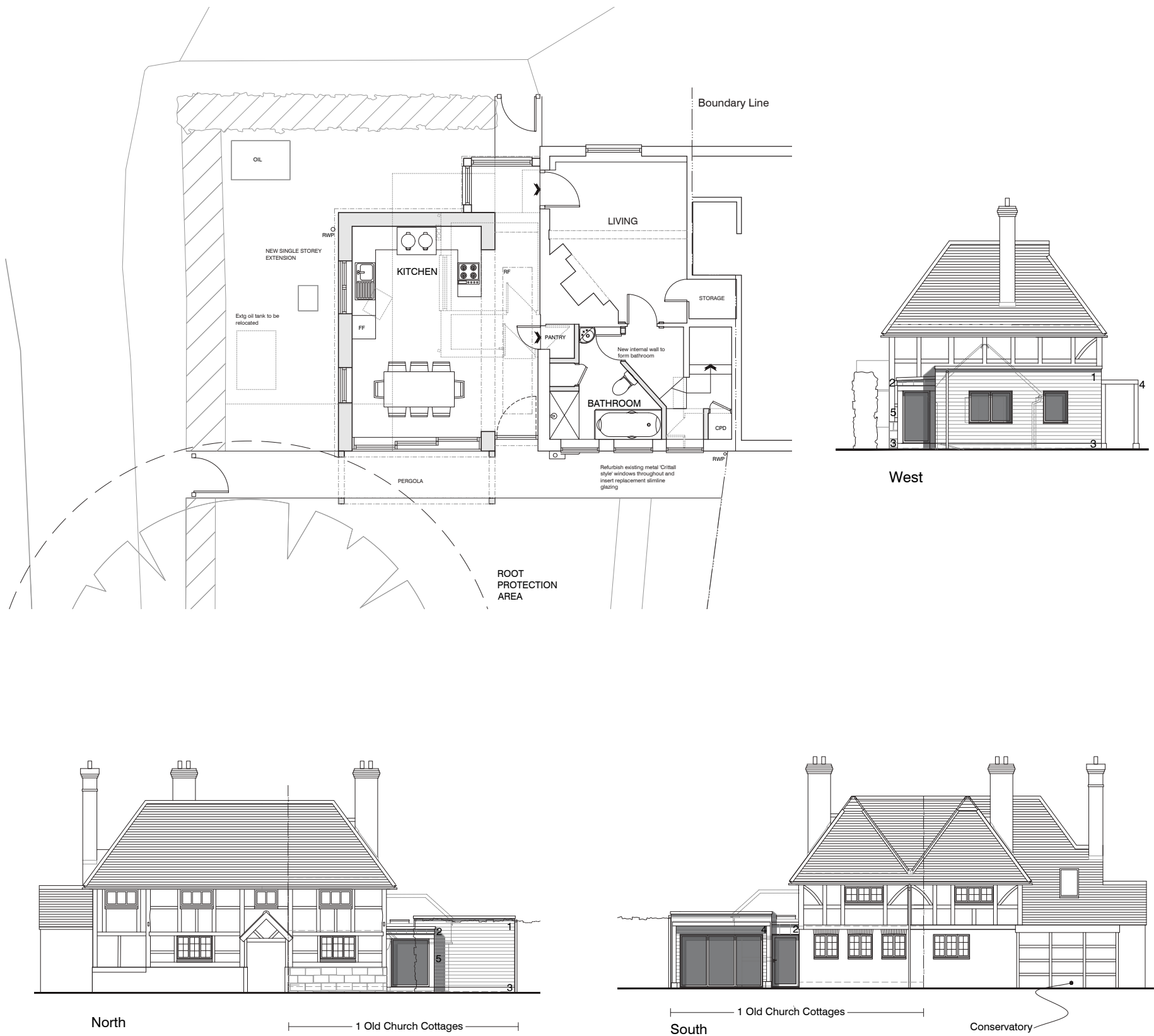
PLANNING HISTORY

September 2024

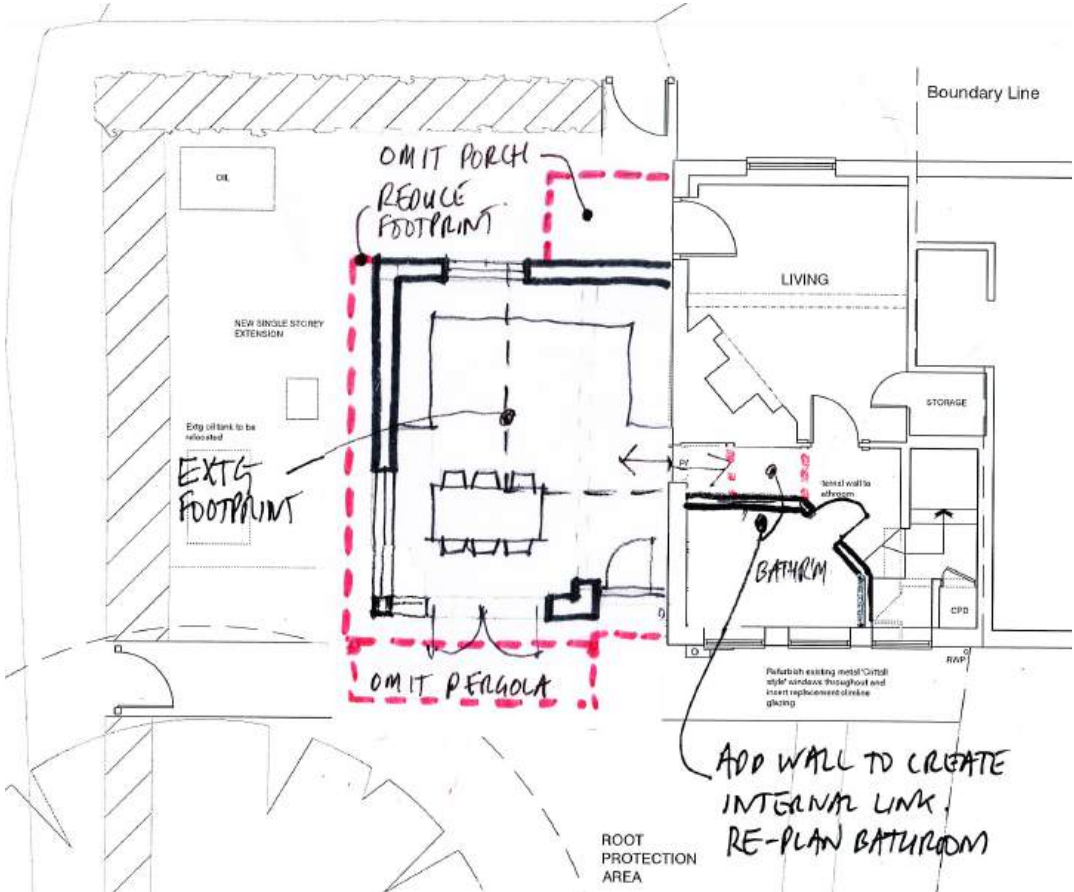
Following the pre-application feedback a new contemporary single-storey scheme was submitted for a householder & LBC application (DM/24/2144) (see left). The scheme significantly reduced the scale and massing from the pre-application scheme although concerns were raised by conservation officer and parish council.

Feedback from the conservation officer is outlined below:

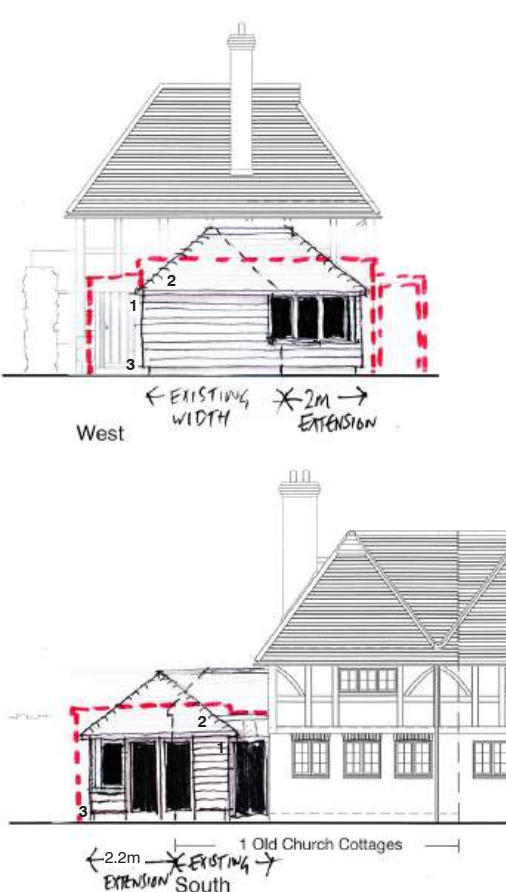
The single story side extension ‘remains contentious in terms of the excessive scale of the addition and its impact on the relationship between the historic core’. ‘The significant enlargement of footprint and bulk represent by the replacement addition as shown is in my opinion unacceptable’. The planning officer remains ‘unconvinced that a contemporary approach will be appropriate in this visually prominent position’. However the internal alterations were not considered contentious.



PLANNING HISTORY



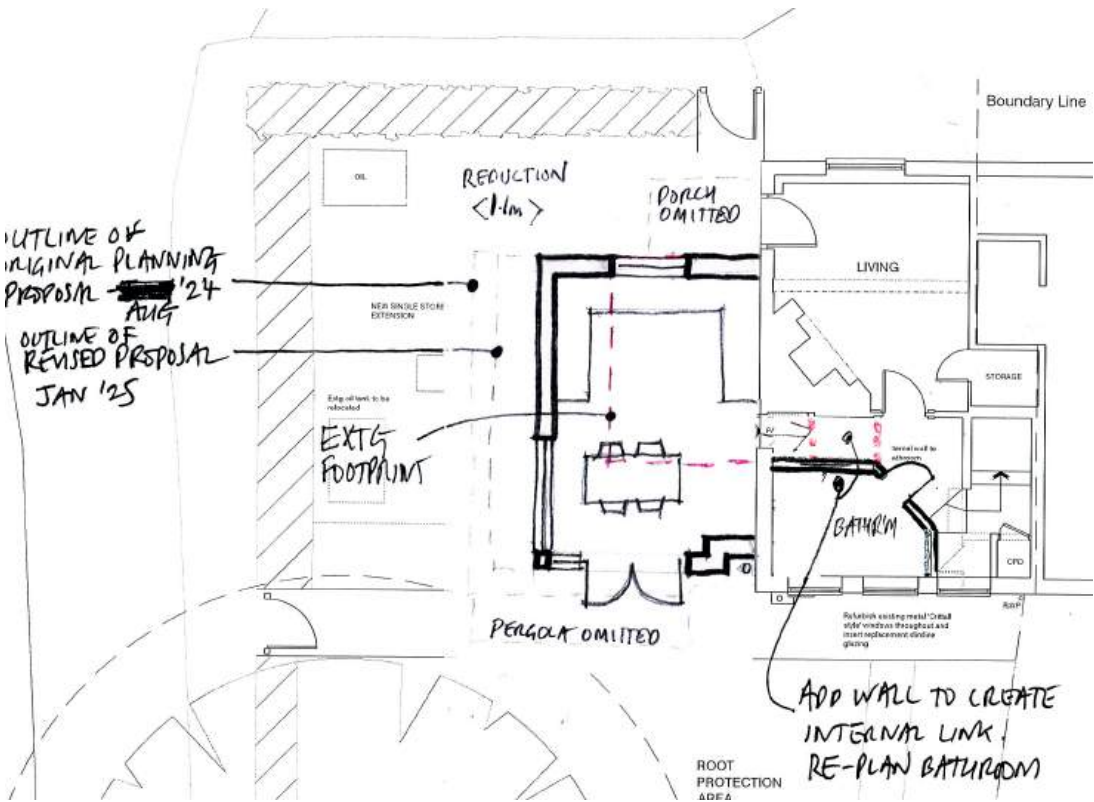
JANUARY 2025 REVISED SCHEME (DM/24/2128)



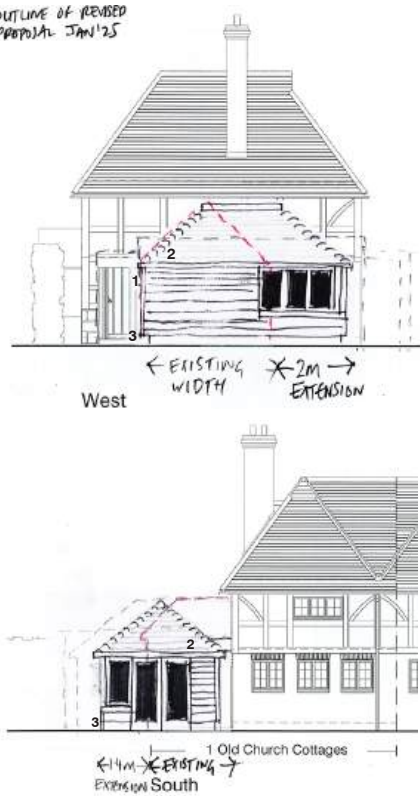
January 2025

We then reviewed and submitted a reduced scheme (Jan 2025) based on the feedback received (see left). The footprint of the proposed extension was further reduced equating to a 19% increase in floor area (rather than the 30% increase as per the initial planning proposal). The building form was revised to a more traditional aesthetic, with a hipped pitched roof, reduced eave heights and timber weatherboard. The removal of the glazed porch to retain the original front door, removal of the pergola. The feedback provided was as follows:

'Although the roof form and elevation treatment are in some respects more sympathetic to the rural village context, the scale of the proposed extension remains excessive in the context of the original modest cottage'



APRIL 2025 REVISED SCHEME



April 2025

In response to the conservation officers feedback, a further revision of the latest scheme was sent to the planning officer, which kept the same sympathetic aesthetic, but further reduced the size of the extension. The conservation officer's feedback states:

'I remain concerned that the cumulative impact of the replacement side addition dimensions, when viewed in conjunction with the existing 20th century extensions to the rear of the property would result in an inappropriate relationship of scale between the historic core of the building (which is where its special interest principally lies) and the additions to it. The extensions would together begin to overwhelm the original building, such that its modest scale and form would become difficult to appreciate.'

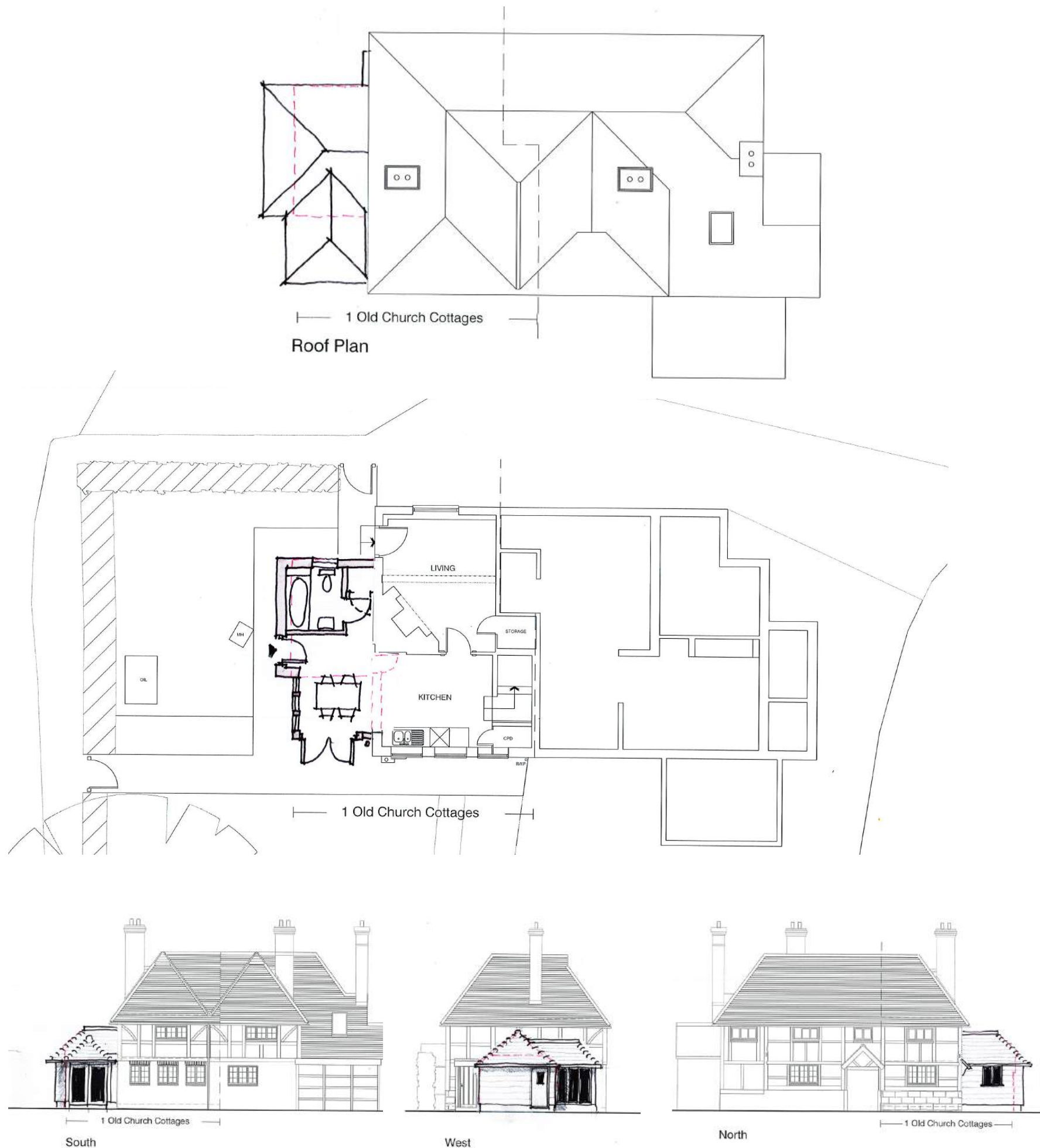
PRE APPLICATION PROPOSALS

September 2025

Our pre-application proposals (DM/25/2210) responded positively to the ongoing dialogue and feedback from earlier householder and LBC application with the council (DM/24/2128 & DM/24/2144).

A summary of our proposal and strategy is outlined below:

- Existing single storey bathroom/lobby structure to be demolished and rebuilt 0.5m longer with same ridge height. Roofline dropped to eaves level to reflect detail of existing property in lieu of existing barn hip detail.
- Small glazed link addition to form small dining space with connection to extg kitchen. Wall to be removed is 1940's/50s rear addition.
- General layout to remain as existing (kitchen and bathroom locations).
- Total new floor area is limited to 6m2 net increase.



PRE APPLICATION PROPOSALS

The diagram identifies the reduced footprint areas of the current proposal v the footprint of the April 2025 proposals last reviewed by MSDC planning & conservation officer during planning application DM/24/2128

A - Dashed green area shows reduction in building footprint from planning sketch proposals (issued April 2025)

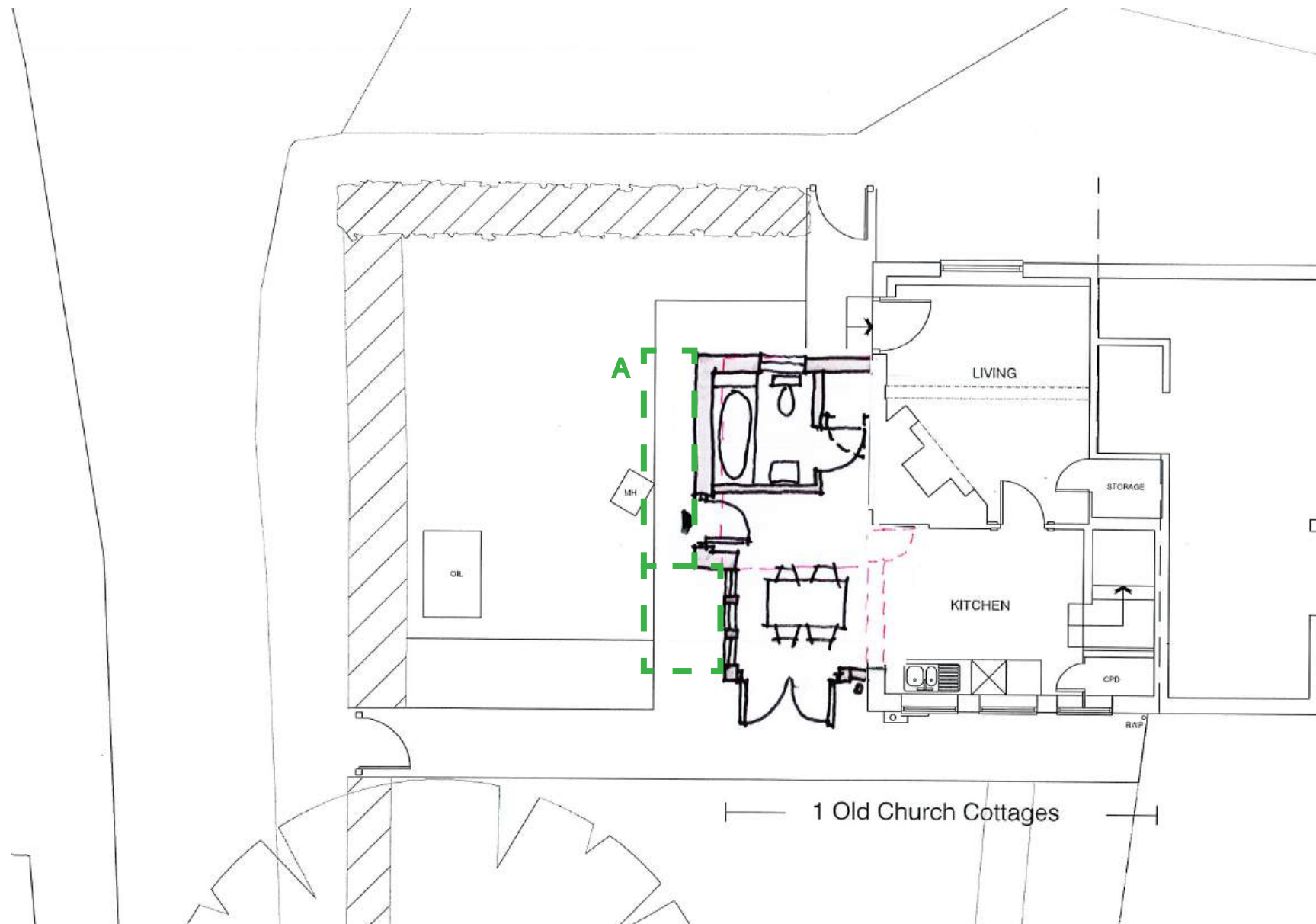
Pre-application Enquiry Feedback

The proposals were positively received by the planning and conservation officer. Extracts of the written feedback is outlined below:

“although the extension would still represent an increase in footprint and bulk over the existing side addition, these aspects of the current proposal should assist in further reducing its apparent scale.”

“on balance, the current proposal, which is very significantly reduced from the proposed two storey side extension originally envisaged, is in my opinion now acceptable in terms of its scale.”

“Subject to detail, therefore, the pre-application proposal is considered to preserve the special interest of the listed building and the character and appearance of the Horsted Keynes Conservation Area.”



DESIGN PROPOSALS

SCHEDULE OF WORKS

A Schedule of proposed works is outlined below:

- Removal of the dilapidated single storey addition containing a bathroom, boiler and rear entrance lobby.
- Creation of single storey side extension constructed to form dining room at ground floor with garden aspect to rear, side access and a new bathroom. Extension set back from principal elevation and to be clad in timber (oak proposed) on brick plinth and left to weather naturally to grey to appear subservient.
- Plain clay tile roof proposed to extension to match existing roof. Valley gutter in lead.
- Remove existing kitchen side wall to open up space in to dining room. Wall understood to be not original construction dating from c.1950s.
- No proposed alterations to existing window/door openings. Existing timber entrance door to be repaired and refurbished. New windows and doors in oak.
- Existing single glazed metal ‘Crittall style’ windows to be repaired and redecorated
- Repairs to render infill panels and timber frame/facing timber

Materials Key:
1. Plain Clay Tiles
2. Oak Cladding
3. Oak Joinery
4. Brick Plinth
5. Lead valley



West



North



South

HERITAGE

LISTING DETAILS



PHOTO APPROX 1900



PHOTO FROM HISTORIC ENGLAND ARCHIVE

Listing Details

Heritage Category: Listed Building

Grade: II

List Entry Number: 1025685

Date first listed: 11-May-1983

Statutory Address: OLD CHURCH COTTAGES, 1, CHURCH LANE

Statutory Address: SPRING COTTAGE, CHURCH LANE

1. 5405 HORSTED KEYNES CHURCH LANE No 1 (Old Church Cottages and Spring Cottage TQ 3828 34/442 II 2. One building. Restored early C17 timber-framed building with plaster infilling. Hipped tiler roof. Casement windows. Wdern gabled porch. Two storeys. Four windows.

Listing NGR: TQ3833228618

Summary:

The listed property, formerly a Priest house, is subdivided into two properties 'Old Church Cottages' and 'Spring Cottage'.

The original cottage is constructed using traditional timber box framing structure with sandstone plinth walls evident to the northern portion of the property and understood to be from the C17th.

Based on historic photographs (see adjacent), it is our understanding that the rear gable projections facing the gardens are not part of the original cottages and were added during the 20th century, possibly 1940's/1950's based on the use of crittall style windows, facing stretcher bond and cavity brickwork at ground floor and 'faux' facing timber and render panels to the first floor.

The single storey structure currently housing the bathroom and rear entrance also appears from our investigations to be a later mid-century structure and is of piecemeal construction of no apparent quality. Research below identifies that this was built when the cottages were subdivided and in the place of a former wood shed.

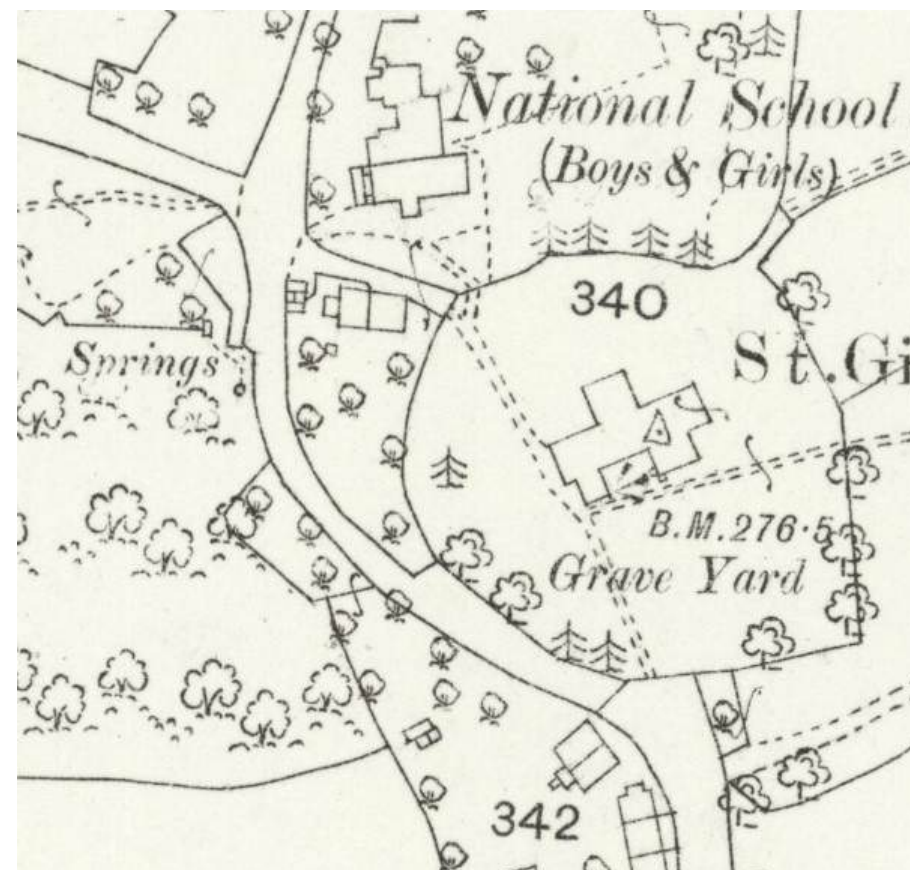
HERITAGE

HISTORIC MAP REGRESSION

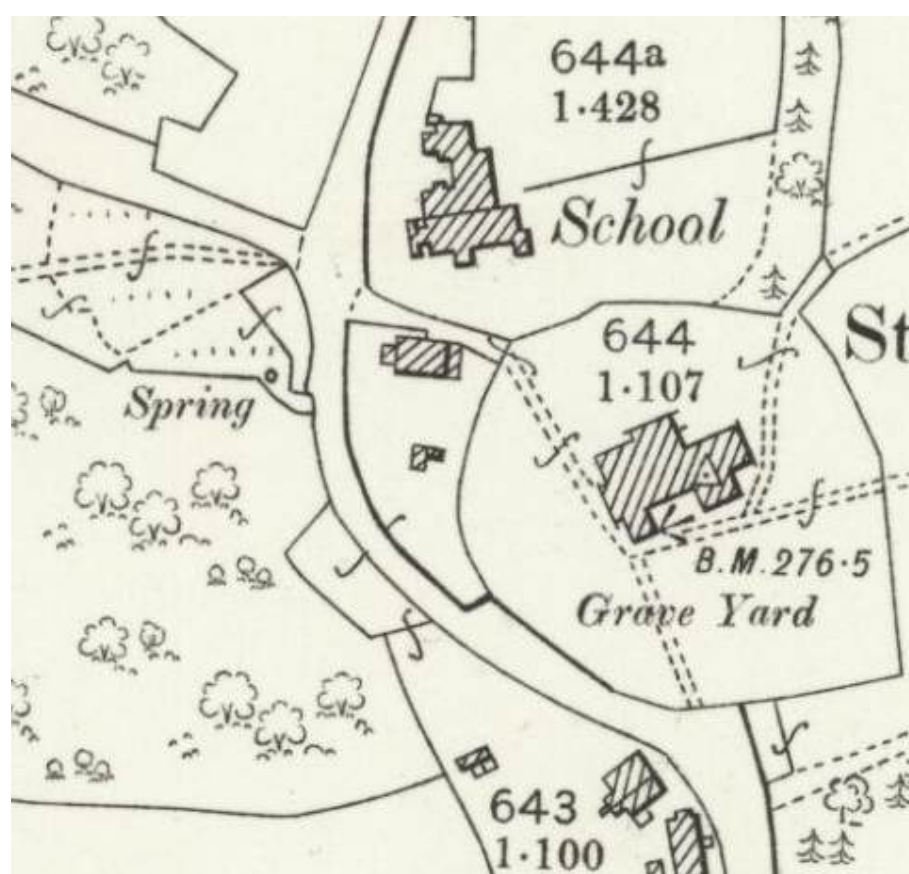
Further to the historic map research, an enquiry was made to the West Sussex Archive to secure the Historic Environment Record for the building. This is attached as a separate document.



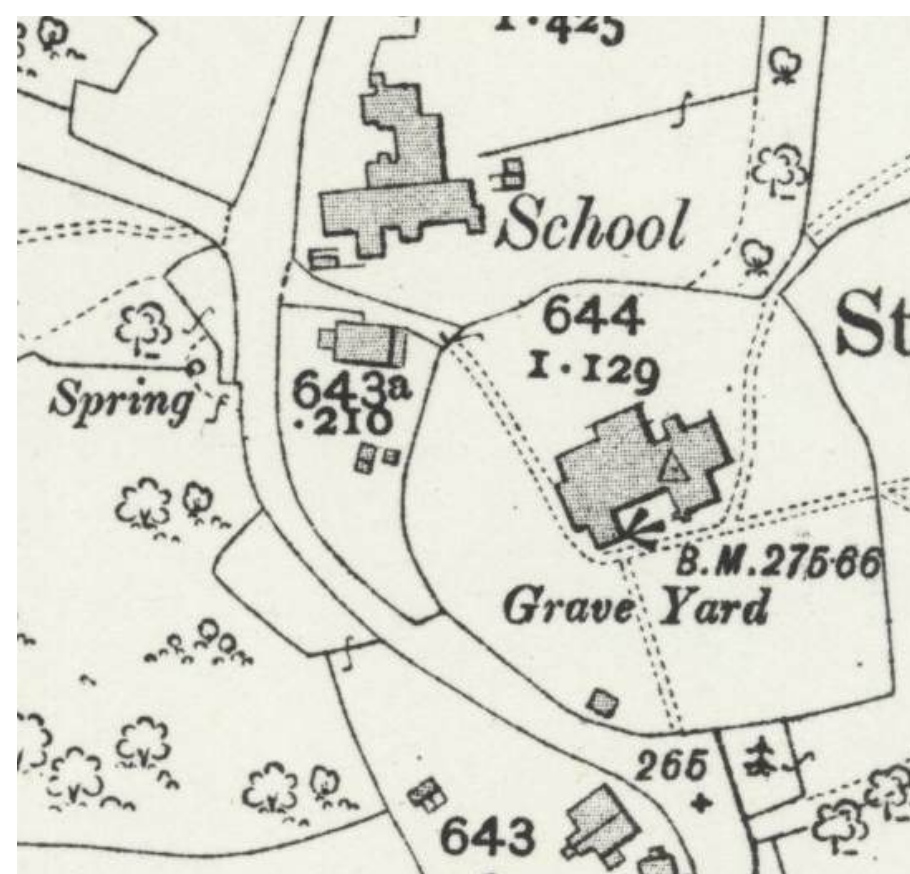
1839 TITHE MAP



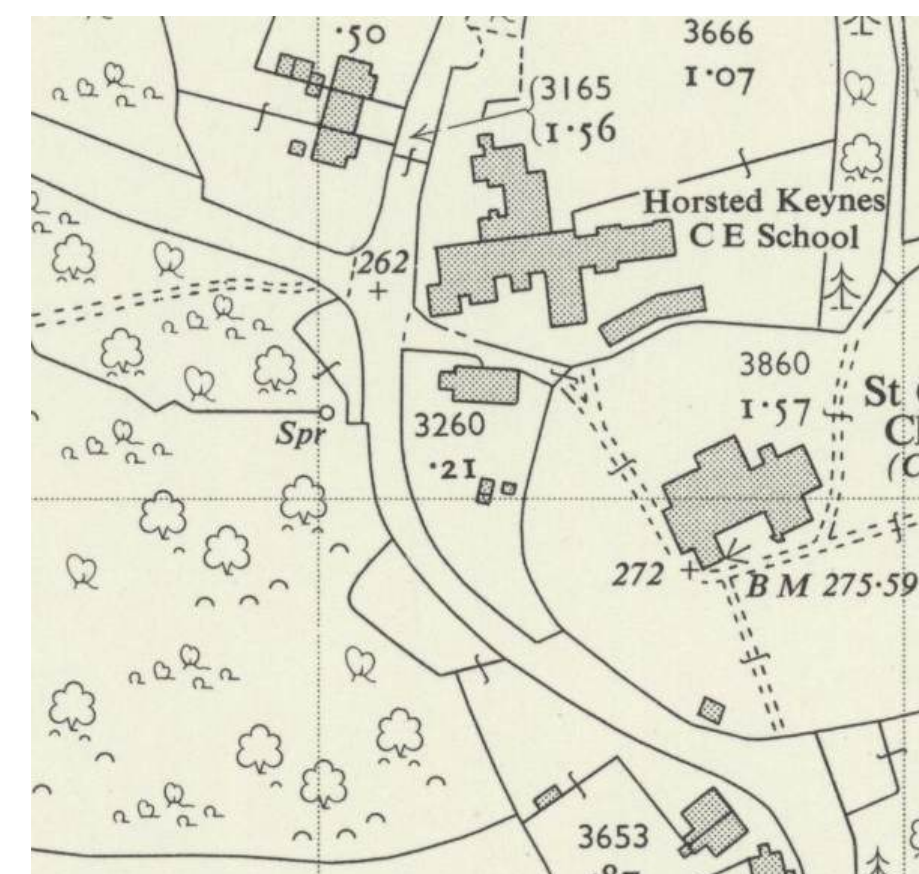
1875



1899



1909 (pub 1931)



1955

Horsted Keynes Conservation Area

Horsted Keynes Conservation Area was designated in January 1985. It includes the oldest parts of the village, including Church Lane to the north of the village, which is the location of 1 Old Church Cottages and contains a number of historic buildings dating back to the 17th and 18th centuries, and the 13th century church.

The following features are noted within the Mid Sussex Conservation Area Appraisal and contribute to the particular character of the Conservation Area:

- the variety of age and style of buildings, several of which are Listed Buildings;
- the use of traditional and natural building materials;
- the extensive views of the countryside from within the Conservation Area, especially around St Giles Church;
- the hedgerows, trees and banked verges, including those in Church Lane, Bonfire Lane and Wyatts Lane; and
- the views of the church from within the village.

HOW IT WAS IN '86

BBC DOMESDAY PROJECT LIVES AGAIN!

In 1986 the BBC ran a project to commemorate the 900th anniversary of the Domesday Book. As part of this celebration the local primary school contributed 20 pages to the very first CD Rom which was 12" diameter and initially was only able to be read with special equipment in libraries. We present here the text from those pages exactly as written by the children in 1986. As the pages were in "Teletext" style the lines are very short but we have kept the style the same for historic interest.

Some of the differences from just 30 years ago are astonishing - for example how the school has changed - no swimming pool, no canteen, few trips, and no camping trips!

Page 2 Old Church Cottages

Some very old cottages are situated between the church and the school. Old Church Cottages used to be a priest's house and in one of the walls there used to be some holy water. Where the bathroom is it used to be a wood shed. They had to make it into a bathroom because the houses used to be one big house and you can see where a door has been filled in. One half is bigger than the other.

It is nearly 400 years old and is one of the oldest buildings in the village. When it was built it was one of the better houses. The walls are hollow and birds nest in them and all you can hear is the chicks crying for some more food. Living in an old house like this can be cold and cramped. I know because I live there.

The extract adjacent is a first hand account from a 1986 St Giles School contribution to commemorate the Domesday Book.

This affirms our earlier understanding that the single storey bathroom outshot to the west is a later addition to replace a wood shed from when the original property was divided into two separate cottages.

HERITAGE

BUILDING STUDY-ORIGINAL FRAME



The northern section of the building is comprised of traditional oak box framing (C17th) on a sandstone plinth with render infill panels.

Given the steepness in pitch, we anticipate that the roof was originally thatched and is now in plain clay tiling. A modern roofing membrane is evident suggesting recent roof works.

Metal framed single glazed windows. No glazing bars to first floor window at front.

Rafters are exposed internally to Bed 2 where they have been cut back to the wall plate when adapting the roof to form additional first floor bedroom to the rear (south). See photo overleaf.



SITTING ROOM



FRONT BEDROOM



REAR BEDROOM (FORMER WALL PLATE)

HERITAGE

BUILDING STUDY- EARLY-MID 20TH CENTURY ADDITIONS



The rear (south) section of the building appears to be of later construction suggesting this was added in the 20th century.

The roof has clearly been adapted to form rear hipped roofs with gablets above ground and first floor construction which also appears to be of this time period.

Slate DPC at ground floor level constructed with ground floor in Stretcher Bond Brickwork with stone infill at ground floor-anticipated cavity wall construction.

Applied timber fascia (to replicate appearance of original frame) with render infill panel

Metal framed single glazed windows with glazing bars. Brick headers and tile cills.



HERITAGE

BUILDING STUDY-SINGLE STOREY



We understand the single storey addition was constructed at the time that the buildings were subdivided into cottage in the 20th Century. A former wood shed was situated in this location.

Trial hole exposed concrete foundation blocks and a brick plinth. The walls and roof are comprised of a combination of sawn timber and old timber in piecemeal construction and is not of any quality.

The roof has sawn timber board lining with modern membrane over. Ridge board suggests modern construction



STATEMENT OF SIGNIFICANCE

Significance of Heritage Asset

The site lies within the historic core of Horsted Keynes. From HER research and mapping we understand the building in this location dates from C17th. Recent archaeological watching briefs during nearby works have not returned any significant archaeological finds and historic mapping does not indicate any older structures. We therefore anticipate limited archaeological significance within and adjacent to the building.

The historic significance of the building lies in the former use as a single dwelling and understood to have connections to the church St Giles Church. The building has since evolved, being divided into 2 cottages reflecting the current situation of a subdivided building (1 Old Church Cottages and Spring Cottage).

The architectural significance relates to the form and construction of the original C17th timber framed building. Architecturally, the clarity of the layout of the original structure has been reduced with the division into two properties and subsequent additions, although the historic box timber frame signifies the original footprint, and is expressed structurally both internally and externally.

Later additions to the rear have somewhat reduced the clarity of ‘the original’ structure externally by replicating with faux facing timber.

Impact on Significance of Heritage Asset

In response to feedback from the planning officer following an earlier pre-application for a two-storey extension, a subsequent planning application for a contemporary single-storey extension, and ongoing design development, we have carefully reviewed and reduced both the visual and physical impact of the proposed works on the existing building. The current proposal adopts a significantly smaller footprint and height to the earlier refused application, comprising a modest extension of the existing side addition with ridge height maintained, and a small glazed link extension to the rear.

The proposed extension is located to the west of the house. **The ‘tacked on’ bathroom structure (also to the west) is piecemeal in its construction and not of any particular architectural quality and is proposed to be removed. It will be replaced with a like for like with better quality construction to reflect the historic core.**

A new small ‘glazed link’ extension to the south of the bathroom structure is proposed with a lower hipped roof to keep a traditional aesthetic and low eave. This space will house a much needed dining space within the kitchen area.

Whilst the appearance of the building will change minimally, the proposed structure will replace/repair an existing poor quality modern addition. Impact on the significance of the building is limited as the architecturally significant parts of the building (original timber frame) will not be impacted, whilst in some areas will be enhanced by proposal.

Mitigation of Impact on Significance of Heritage Asset

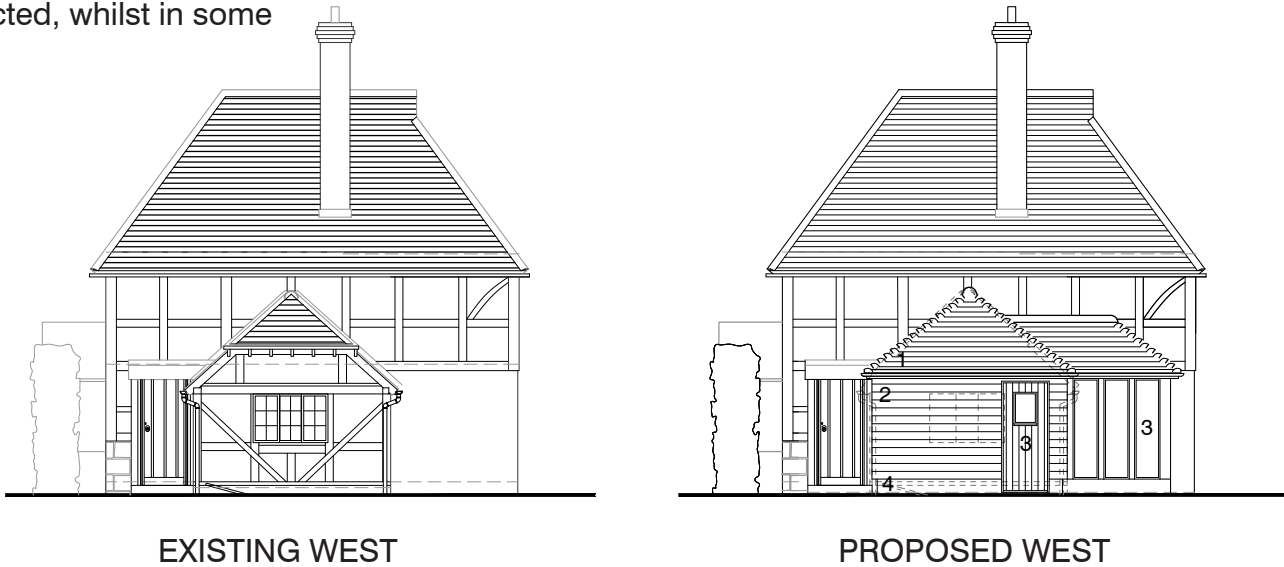
Analysis of the building evolution has been undertaken to limit potential impact upon the primary historic elements of the building, in particular the original sections of the original C17th box frame structure.

The proposal will extend the existing structure to the west of the house, and add a small extension to the back of the structure. This will have a reduced eave to the west than the existing bathroom structure, responding to the detail of the main house.

Whilst there is a change in footprint, this will have minimal impact on the setting and will not affect or impact any neighbouring properties or views.

The use of traditional and natural materials is noted in the conservation area description. The timber cladding proposed will respond to this and will soften as it weathers down naturally.

Historically a structure/s have been located to the west of the house. Formerly a wood store, then the current bathroom addition. A collection of outbuildings on the western boundary are also evident on the 1875 mapping. A building in this location appears to be an appropriate location to extend within the setting and the conservation area.



DAVID JENKINS DESIGN

RIBA CHARTERED ARCHITECTS

THE ARCHITECTS OFFICE,
GOWER ROAD, HAYWARDS HEATH,
WEST SUSSEX RH16 4PL

T: 01444 484811

E: INFO@DAVIDJENKINSDESIGN.CO.UK