

Batcheller Monkhouse



Planning Statement

Pilgrims Farm
Stairbridge Lane
Bolney
RH17 5PA

On behalf of
Mr K Roberts

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CONTENTS

1.	Introduction	1
2.	The Site	2
3.	The Proposal	4
4.	Class Q Criteria	6

Appendix A – Structural Survey

1. INTRODUCTION

- 1.1 This statement is prepared in support of a Prior Notification application for the change of use of two buildings with associated operational development to residential use (C3).
- 1.2 The application proposals are identical to those previously proposed and approved under application reference DM/22/2494. Unfortunately the Applicant ran out of time to implement the consent and therefore a fresh prior approval is sought.
- 1.2 This document provides a brief description of the site and proposals and an assessment of how the proposals meet the legislative framework set out in Class Q of the Town and Country Planning (General Planning Development) (England) Order 2015 (as amended).

2. THE SITE

- 2.1 The site the subject of this application is located at the southern end of Stairbridge Lane located within Pilgrims Farm, Bolney, RH17 5PA.

Figure 2.1 – Site Location



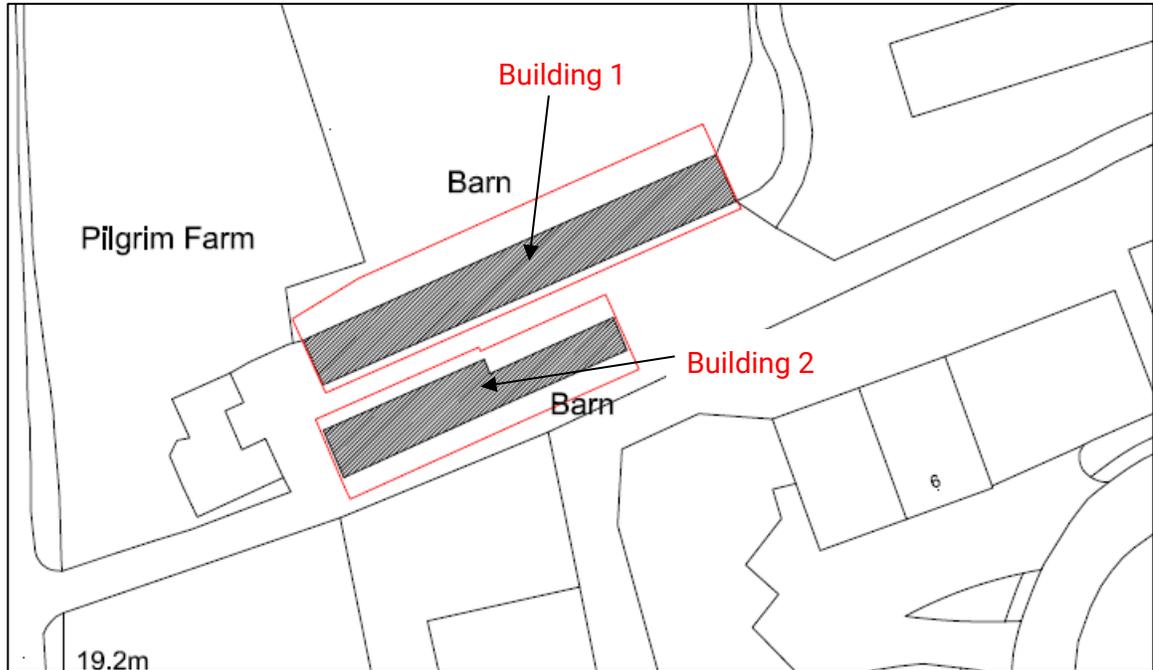
- 2.2 The buildings are sited on an area of hardstanding and are of brick construction with corrugated sheet roofing.

Figure 2.2 – Application Buildings



- 2.3 Building 1 measures approximately 36m x 6m at its widest point and has a height of 4m and its lowest point and 5m at its highest. Building 2 measures 54m x 6m and has a height of 4m.

Figure 2.3 – Site Plan



- 2.3 The buildings are served by a private access directly off Stairbridge Lane that serves Pilgrims Farm and the residential property to the front of the application site.

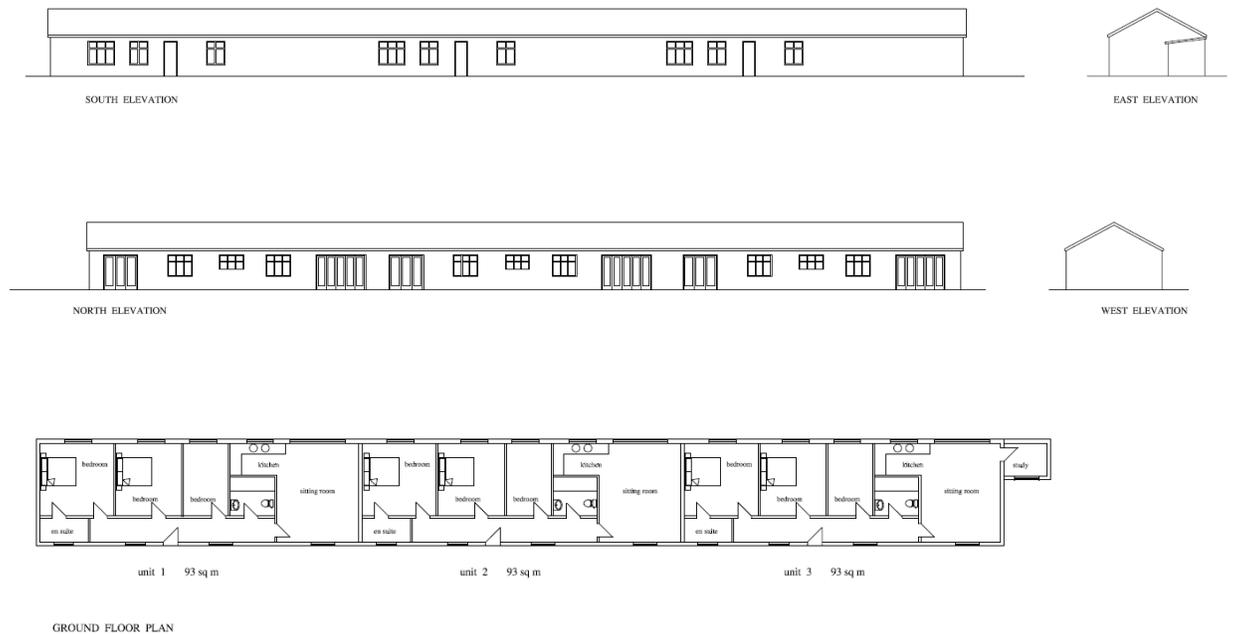
Figure 2.4 – Access to Site from Stairbridge Lane



3. THE PROPOSAL

- 3.1 This application proposes the change of use of the existing buildings into five dwellings with associated operational development.
- 3.2 The proposed conversion has been designed around the existing timber and concrete structures. No alterations are required to be undertaken to the structure and no additional load will be imposed on it. New brickwork will be used to infill the existing openings and will match the existing brickwork. Doors and windows will also be incorporated to enable the residential use.
- 3.3 Building 1 would comprise three 93sqm dwellings each featuring an open plan kitchen/diner/living room, bathroom and 2 double bedrooms and a single bedroom.

Figure 3.1 – Proposed Plans for Building 1



- 3.4 Building 2 would comprise two dwellings (87sqm and 85sqm) each featuring a kitchen/diner, living room, family bathroom and two double bedrooms.

Figure 3.2 – Proposed Plans for Building 2



3.5 Windows and doors would be added to the elevations to enable the buildings to function as five separate dwellings.

3.6 For the purpose of this application the developer's details are as follows:

Mr K Roberts
Pilgrims Farm
Stairbridge Lane
Bolney
RH17 5PA

4. CLASS Q

- 4.1 Class Q.1 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) allows for:
- (a) a change of use of—
 - (i) a building that is part of an established agricultural unit and any land within that building's curtilage, or
 - (ii) a former agricultural building that was (but is no longer) part of an established agricultural unit and any land within that building's curtilage, to a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order,
 - (b) development referred to in sub-paragraph (a) together with the extension of the building referred to in sub-paragraph (a), or
 - (c) development referred to in sub-paragraph (a) together with building operations reasonably necessary to convert the building referred to in sub-paragraph (a) to a use falling within Class C3 (dwellinghouses) of that Schedule or to extend that building.
- 4.2 The proposed development would fall within (a) and (c), being a change of use of a building that forms part of an established agricultural unit and land within their curtilage together with building operations reasonably necessary to accommodate a use falling within Class C3.Class Q.1.
- 4.3 Q.1 of the Order sets out the criteria that the site must meet to benefit from the rights. Compliance with these criteria is summarised below.
- 4.4 Development is not permitted by Class Q if:
- (a) *in the case of a site that is part of an established agricultural unit, the site was not part of the established agricultural unit:-*
 - (i) *on 24th July 2023, or*
 - (ii) *where the site became part of the established agricultural unit after 24th July 2023, for a period of at least 10 years before the date development under Class Q begins,*

4.5 The application buildings formed part of an established agricultural unit on the 24th July 2023. The buildings have been used for the storage of agricultural equipment and hay associated with farming activities undertaken at Pilgrims Farm. It can also be noted from the planning history that the site has been in use as a farm since at least the 1970s. Planning history for the wider farm includes planning application reference BK/003/76 for the siting of a mobile home for the use by the farm manager.

(b) in the case of a site that was (but is no longer) part of an established agricultural unit—

(i) the site was part of an established agricultural unit on 24th July 2023,

(ii) where the site ceased to be part of an established agricultural unit after 24th July 2023, the site has not been part of the established agricultural unit for a period of at least 10 years before the date development under Class Q begins, or

(iii) since ceasing to be part of an established agricultural unit, the site has been used for any non-agricultural purpose,

4.6 The application site continues to form part of an agricultural unit.

(c) the floor space of any dwellinghouse developed under Class Q having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeds 150 square metres,

4.7 All proposed dwellings would have floorspace of less than 150sqm.

(d) the development under Class Q, together with any previous development under Class Q, within the original limits of an established agricultural unit (see paragraph Q.3(2) of this Part) would result in:-

(i) the cumulative number of separate dwellinghouses having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeding 10, or

4.8 No development has previously been undertaken at the farm under Class Q and the development is for less than 10 dwellings.

- (ii) the cumulative floor space of dwellinghouses having a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Use Classes Order exceeding 1,000 square metres,*

4.9 The cumulative floorspace would be 451sqm, under the 1000sqm maximum.

- (e) the site is occupied under an agricultural tenancy, unless the express consent of both the landlord and the tenant has been obtained,*
- (f) less than 1 year before the date development begins:-*
 - (i) an agricultural tenancy over the site has been terminated, and*
 - (ii) the termination was for the purpose of carrying out development under Class Q, unless both the landlord and the tenant have agreed in writing that the site is no longer required for agricultural use,*

4.10 The site is not occupied under an agricultural tenancy and such a tenancy has not been terminated in the last 12 months.

- (g) development under Class A(a) or Class B(a) of Part 6 of this Schedule (agricultural buildings and operations) has been carried out on the established agricultural unit during the period which is 10 years before the date development under Class Q begins,*

4.11 No development within the agricultural unit has been undertaken under Class A or Class B of Part 6 in the last 10 years.

- (h) the development would result in the external dimensions of the building extending beyond the external dimensions of the existing building at any given point, other than:-*
 - (i) extension of the building allowed by paragraph Q.1(i);*
 - (ii) protrusions of up to 0.2 metres to accommodate building operations allowed by paragraph Q.1(j)(i),*

4.12 The proposal would not result in the external dimensions of the building being extended other than by permitted building operations which would protrude by 0.2m.

- (l) the development under Class Q(b) would result in an extension that:*
 - (i) has more than one storey,*

- (ii) is sited anywhere other than to the rear of the existing building,*
- (iii) extends beyond the rear wall of the existing building by more than 4 metres,*
- (iv) has eaves the height of which exceed the height of the eaves of the existing building,*
- (v) is higher than whichever is the lower of:-*
 - (aa) the highest part of the roof of the existing building, or*
 - (bb) a height of 4 metres above the ground,*
- (vi) extends beyond a wall that forms a side or principal elevation of the existing building, or*
- (vii) would be sited on land that, before the development under Class Q(b), is not covered by a hard surface that was provided on the land by virtue of any development, and:-*
 - (aa) the hard surface was not provided on the land on or before 24th July 2023, or*
 - (bb) where the hard surface was provided on the land after 24th July 2023, the hard surface has not been situated on the land for a period of at least 10 years before the date development under Class Q(b) begins,*

4.13 The proposal does not propose any extension to the existing building and all works will be confined to within the existing footprint.

- (j) the development under Class Q(c) would consist of building operations other than:-*
 - (i) the installation or replacement of—*
 - (aa) windows, doors, roofs, or exterior walls, or*
 - (bb) water, drainage, electricity, gas or other services, to the extent reasonably necessary for the building to function as a dwellinghouse, and*
 - (ii) partial demolition to the extent reasonably necessary to carry out building operations allowed by paragraph Q.1(j)(i),*

4.14 Guidance on the extent of building operations permitted is provided by Planning Practice Guidance. Paragraph 105, Ref 13-105-20150305 states:

"Building works are allowed under the right permitting agricultural buildings to change to residential use: Class Q of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended. However, the right assumes that the agricultural building is capable of functioning as a dwelling. The right permits building operations which are reasonably necessary to convert the building, which may include those which would affect the external appearance of the building and would otherwise require planning permission. This includes the installation or replacement of windows, doors, roofs, exterior walls, water, drainage, electricity, gas or other services to the extent reasonably necessary for the building to function as a dwelling house; and partial demolition to the extent reasonably necessary to carry out these building operations. It is not the intention of the permitted development right to allow rebuilding work which would go beyond what is reasonably necessary for the conversion of the building to residential use. Therefore it is only where the existing building is already suitable for conversion to residential use that the building would be considered to have the permitted development right.

*For a discussion of the difference between conversions and rebuilding, see for instance the case of *Hibbitt and another v Secretary of State for Communities and Local Government (1)* and *Rushcliffe Borough Council (2)* [2016] EWHC 2853 (Admin).*

Internal works are not generally development. For the building to function as a dwelling it may be appropriate to undertake internal structural works, including to allow for a floor, the insertion of a mezzanine or upper floors within the overall residential floor space permitted, or internal walls, which are not prohibited by Class Q."

4.15 All the changes proposed are the minimum necessary to enable the buildings to function as dwellinghouses and are limited to operations listed in i) above, as summarised below:

- Insertion of doors and windows to allow natural daylight into the main habitable rooms and to satisfy Building Regulations.
- Installation of rainwater pipes and gutters
- Installation of internal walls
- Installation of a damp proof course and internal insulation to comply with Building Regulations (the PPG confirms that such works are not considered to be development)

(k) the site is on article 2(3) land,

4.16 The site is not on Article 2(3) land.

(l) the site is, or forms part of:-

(i) a site of special scientific interest;

(ii) a safety hazard area;

(iii) a military explosives storage area,

(m) the site is, or contains, a scheduled monument,

(n) the building is a listed building,

4.17 The site is not located in one of these areas and is not a listed building.

(o) the existing building, excluding any proposed extension under Class Q(b) but including any proposed building operations under Class Q(c), would not be capable of complying with the nationally described space standard issued by the Department for Communities and Local Government on 27th March 2015 as read with the notes dated 19th May 2016 which apply to it, or

(p) the building does not have suitable existing access to a public highway.

4.18 The buildings are capable of complying with the nationally described space standard. The 3 bedroom dwellings in Building 1 would provide 93sqm of gross internal floorspace, in excess of the standard which is 86sqm. The 2 bedroom dwellings in Building 2 would provide 87sqm and 85sqm of gross internal floorspace, in excess of the standard which is 70sqm.

4.19 All dwellings would have in-built storage areas in excess of minimum requirements.

4.20 In relation to access, the site has an existing entrance directly off Stairbridge Lane. It has good visibility in either direction with visibility splays of 110m being achieved in each direction and there have been no known accidents on the road attributed to the use of the access.

Q.2

(1) Where the development proposed is development under Class Q(a) together with development under Class Q(c), development is permitted subject to the condition that before beginning the development, the developer must apply to the local planning authority for a determination as to whether the prior approval of the authority will be required as to:-

(a) transport and highways impacts of the development,

4.21 The addition of five new dwellings to the site will not result in a material change increase or a material change in the character of traffic in the vicinity of the site. The Highways Authority raised no objection to the previous application on this basis.

4.22 Although, the prior notification process does not enable parking provision to be considered, for the planning authority's information car parking for the proposed dwellings will be provided within the existing area of hardstanding which surrounds the buildings. There is sufficient space here for parking at least two cars per unit.

(b) Noise impacts of the development

4.23 The addition of five dwellings to the site will not cause a significant increase in noise generated from the site in comparison with the historical agricultural use.

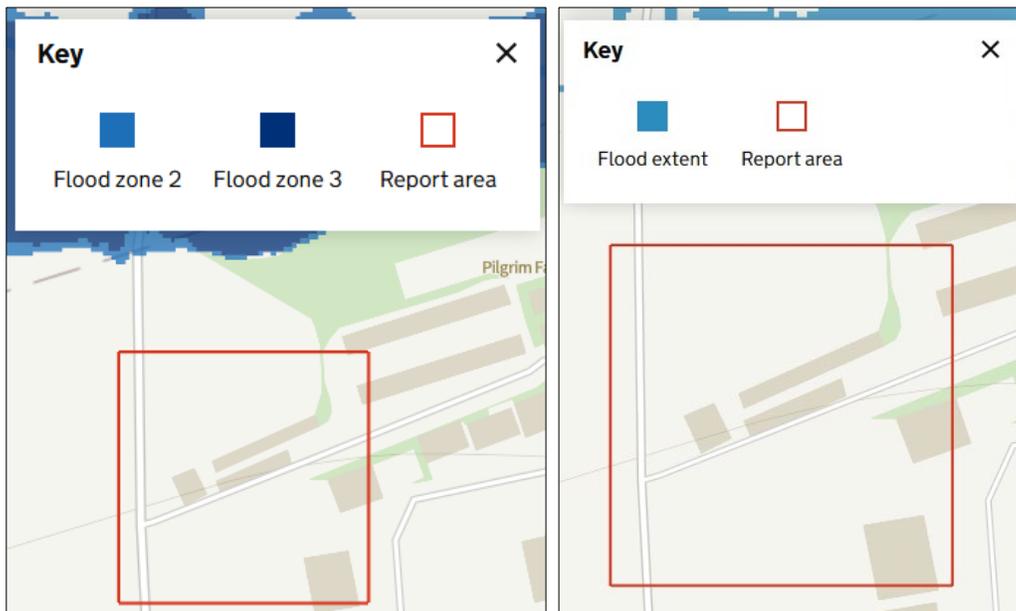
4.24 To the south of the application site is Bolney Grange Industrial Estate which is a small industrial estate encompassing a range of mixed-use business units. Units 4 and 6 are the closest to the application site. Unit 4 is occupied by Pro-Lam Ltd which distributes aluminium frames and their business hours are Monday to Thursday 8:30 to 3:30, Friday 8:30 to 1:30pm and closed during the weekends. Unit 6 is believed to be occupied by a travel agent which is not a significant generator of noise. The proposed dwellings will have insulation incorporated into all walls and double glazed units will be provided to each opening to will ensure any noise generated off site will not affect the occupiers of the dwellings.

c) Contamination risks on the site

4.25 The site is not believed to have any contamination issues but the applicant would be agreeable to a pre-commencement condition being imposed on the consent requiring further investigations if considered necessary.

(d) Flooding risks on the site

4.26 The application site is located within flood zone 1 and is not at risk of surface water flooding, as shown by the Flood Map for Planning extracts below.



(e) Whether the location or siting of the building makes it otherwise impractical or undesirable for the building to change from agricultural use to a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Classes Order

4.27 The NPPG notes that 'impractical or undesirable are not defined in the regulations, and the local planning authority should apply a reasonable ordinary dictionary meaning in making any judgment. Impractical reflects that the location and siting would not be sensible and realistic, and undesirable reflects that it would be harmful and objectionable'.

4.28 In considering whether a location is appropriate the NPPG states 'a local planning authority should start from the premise that the permitted development right grants planning permission, subject to the prior approval requirements. That an agricultural building is in a location where the local planning authority would not normally grant planning permission for a new dwelling is not a sufficient reason for refusing prior approval'.

4.29 There are a number of residential properties located to the north of Stairbridge Lane as well as Hickstead Hotel located directly to the south east of the application site. The location is not isolated as Stairbridge Lane leads directly onto the A2300 and A23 which serves Bolney to the North and Burgess Hill to the south east both of which have a good range of facilities to serve residential dwellings.

(f) The design or external appearance of the building

4.30 The design of the proposed dwellings are considered to be suitable for the rural location and the use requires minimal change to the appearance of the buildings.

(g) the provision of adequate natural light in dwellinghouses

4.31 Each habitable room will be served by a window to provide natural light and ventilation into the dwelling.

4.32 It is our view that the proposal complies with all Class Q criteria

**Report on a Structural Appraisal
14th September 2025**

**Three barns at the rear of
Pilgrims Farm, Stairbridge Lane,
Bolney, Haywards Heath. RH17 5PA**



General view of the rear of the long barn – units 1,2 and 3

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1 Introduction

I was asked to make a second structural inspection of three agricultural barns at the above address. The barns were previously surveyed in April 2022. There have been no changes. This is a specialist report limited only to the structural conditions of the barn. No other aspects of the building, such as the services or the drainage were considered.

This survey was carried out by a careful visual survey.

A full analysis would require further investigation, but this is not considered necessary as no major structural problems were found.

2 Observations

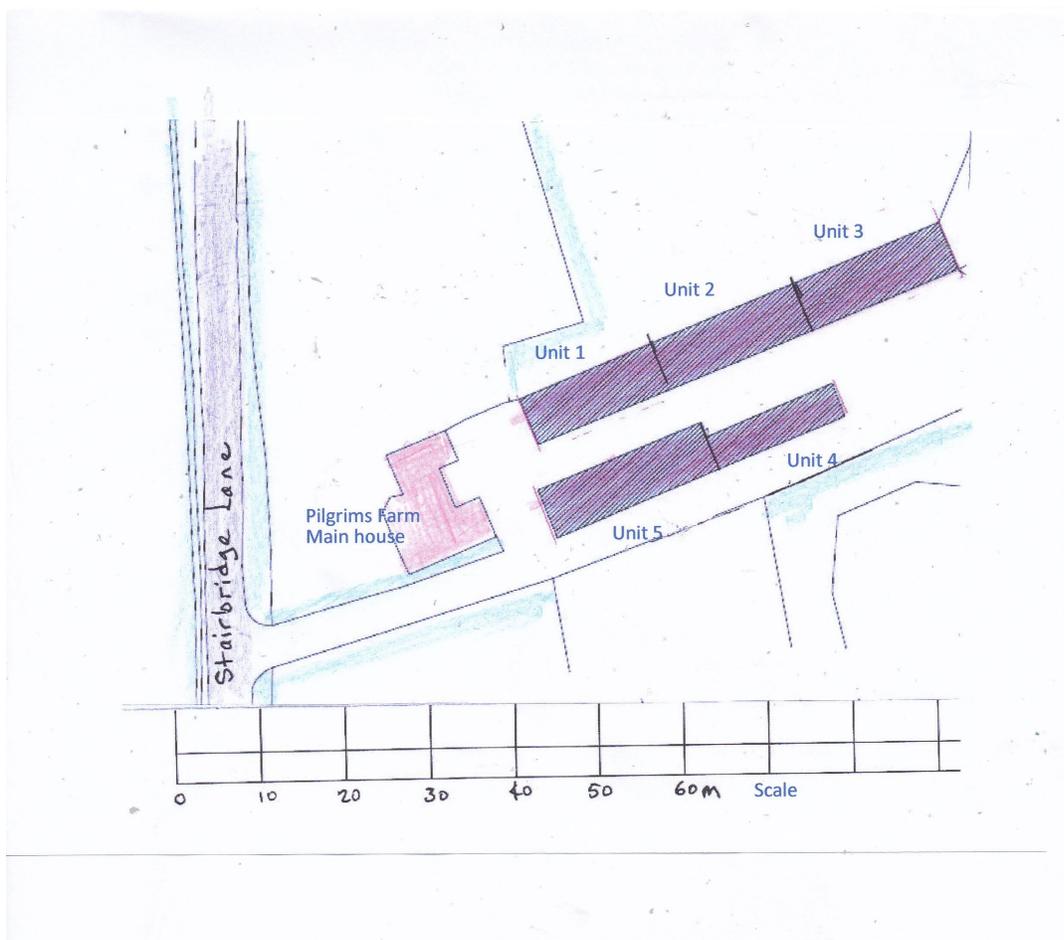
There are three barns which split into five units as shown below.

Units 1, 2 & 3 - 6m wide x 54m long overall x 4.2m high (Long Barn)

Unit 4 is 4.5m wide x 16.2m long x 4.0m high

Unit 5 is 6m wide x 20.2m long x 5.0m high

A basic sketch of the plan of the units is shown below.



**Pilgrims Farm, Stairbridge Lane,
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Construction.

The structure of the barns consists generally of profiled metal sheeting or corrugated asbestos roof sheeting on timber and concrete purlins and light steel or timber trusses
The walls are generally dense concrete blockwork and brickwork .

As can be seen from the photographs which follow; the barns are mainly straight and plumb and are structurally sound.

Restraint

The barns stability is reliant on the concrete block walls. The location is sheltered, and the barns have not been damaged by wind loading.

Condition of the brick and concrete block walls.

The concrete block walls and purlins were carefully inspected. Several members showed damage which could easily be repaired. No major problems were found.
These walls could support the extra load of an insulated roof

Foundations.

The ground conditions would indicate that the foundations are adequate. No structural movement was evident.

Apart from a crack in the rear gable wall of unit 3.

This can be repaired and made good.

The block walls will need repointing and repair in places.

The corrugated roof sheeting is in variable condition.

The sheeting will need replacing in all areas.

The walls, floors and roof are not insulated.

Ground floors to the barns are concrete slabs which have been heavily loaded in the past.

No serious cracking or deformation was found.

New concrete floors with a subbase and insulation could be built to provide a solid foundation for internal partitions and could be stitched into the external walls to reinforce and underpin the main structure.

3 Conclusion

In my opinion these barns are structurally sound and are capable of being converted to provide habitable dwellings.

Clearly, work will be required to bring the internal space up to Building Regulation requirements. New insulated walls, roof and floor will be required.

The photographs which follow show some detail.



Gable end view of unit 5



Internal view of unit 1 with dense concrete block walls and steel trusses over supporting roof



External view of unit 3 showing corrugated asbestos roof on block walls



Roof structure of unit 3 showing timber trusses and purlins

**Pilgrims Farm, Stairbridge Lane,
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External view of units 1 , 2 and 3

**Pilgrims Farm, Stairbridge Lane,
Bolney, Haywards Heath. RH17 5PA**



Internal view of unit 5 showing timber trusses, purlins and profiled metal sheeting