

From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 18 March 2026 16:04:08 UTC+00:00
To: "Caroline Grist" <Caroline.Grist@midsussex.gov.uk>
Subject: RE: DM/25/2849 Hampton House, High Street, East Grinstead

Hi Caroline

Further comments on the above planning and listed building consent applications. Please read these in conjunction with my initial comments below.

We have now received existing plans marked up to show demolition, and a revised and expanded heritage statement. To an extent, these appear to confirm that the works will not adversely affect historic floor plan or fabric, however some areas of concern remain:

- The heritage statement, which clearly demonstrates that despite extensive alterations there is surviving historic fabric within the building, does not address the age or level of interest of the floor structures between ground and first and first and second floor which it will be necessary to partly remove in order to allow for the repositioned staircase. This requires clarification. If necessary- floor and/or ceiling finishes could be lifted or exploratory openings formed to allow inspection of the structures concerned. The floor structures should be inspected by the author of the report, or another appropriately qualified historic building specialist.
- The requested sectional drawings relating to the alterations to the staircase, including a drawing to demonstrate the position of the new stairs in relation to the first-floor window, have not been provided.
- Following our discussion of the proposal earlier today I note that bike storage may be proposed within the basement. If this is pursued, the plans should be amended accordingly, and any necessary further detail provided that will illustrate the impact on the surviving historic fabric to this part of the building.

In summary, further information is required for fully informed comment on the impact of the proposal on the special interest of the building.

Thanks,

Emily

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: Emily Wade

Sent: 13 January 2026 14:48

To: Caroline Grist <Caroline.Grist@midsussex.gov.uk>

Subject: DM/25/2849 Hampton House, High Street, East Grinstead

Hi Caroline

Comments on the above planning and listed building consent applications.

The proposed development site, Hampton House, is an 18th century Grade II listed building located to the rear of the street frontage to the southern side of the western end of East Grinstead High Street. The site is located within the Conservation Area, and is also within the setting of a number of other listed buildings on the High Street, including 1 and 2 Judges Terrace, the Constitutional Buildings, 4, 4A, 4B and 4C High Street, and 6 High Street, all of which are Grade II listed.

Hampton House was originally constructed as a judge's robing chamber, but is now used as offices. The current proposal is for the conversion of the building, including a substantial extension to the rear dating from the late 1990s, to residential use, with internal works to create 4 flats.

At pre-application stage, following on from a site inspection, it was noted that the interior of the historic core of the building has been extensively altered, and that its principal interest is likely to lie in its external envelope. As such, the principle of the conversion is unlikely to be regarded as contentious. However, in terms of the physical alterations which are part of the proposal, whilst amendments to non-original fabric and plan form are also unlikely to be contentious, at pre-application it was noted that an appropriately detailed Heritage Statement, based on a Historic Building Assessment should be provided as part of any formal application. This Statement should, having considered the origins and development of the building, identify any remaining historic fabric and/or elements of plan form internally, and their level of interest, as well as commenting on the impact of the works in these respects. The Heritage Statement which we have before us appears not to have been amended since pre-application, and is in my opinion inadequate. The Statement should be revised and expanded, based on a Historic Building

Assessment by an appropriately qualified and experience historic building archaeologist, to allow a fully informed assessment of the proposal.

Based on the plans before us, which show extensive alterations, it would also be helpful to have existing plans marked up to show demolition works, in addition to existing and proposed sections to illustrate the proposed works to the stair access at upper levels. I will be interested to assess the impact of these works on the historic plan form and fabric, based on these further drawings and the findings of the above mentioned HBA. In addition, the position of the proposed new staircase between first and second floors relative to the central window to the front elevation at first floor should be clarified.

I will be able to provide further, more detailed comments once this additional information is received.

Thanks,

Emily

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>



No ID? You can apply for free voter ID
Find out more at
electoralcommission.org.uk/voterID
or call 0800 328 0280