

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0703	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Demolition of existing conservatory and lean-to outhouse, internal re-configuration to ground and first floor East building, ground floor alterations to the West building, altered fenestration to the East building together with internal and external alterations.		
Site:	Strouds, Church Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7AY, ,		
Validation Date	27 Mar 2026	Overall Expiry Date:	18 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	30 Jun 2026
Target Date:	22 May 2026	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	30 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0703

**Strouds, Church Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7AY,
Demolition of existing conservatory and lean-to outhouse, internal re-configuration to ground
and first floor East building, ground floor alterations to the West building, altered fenestration to
the East building together with internal and external alterations.
Mr And Mrs M McGahon**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Conservation Officer: The proposal is considered to preserve the special interest of the listed building and the character and appearance of the Conservation Area, meeting the requirements of District Plan Policies DP34 and DP35 as well as the relevant paragraphs of the NPPF. Recommends a series of conditions to control the detail of the works.

Further comments: I understand that it is applicant's hope to avoid pre-commencement conditions:

- Details of new facing materials -The materials schedule provided is acceptable, with the exception of the rainwater goods.
- New brickwork to match existing adjacent work in colour, texture and bonding pattern and in colour, texture and style of pointing -This is a condition to be complied with, and should still be applied to any approval.
- Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of new windows and external doors. Your drawings should as appropriate show details of glazing bars and of depth of reveal - Timber windows with concealed trickle vents would be preferable. Aluminium French window set acceptable, but drawings need to show depth of reveal.
- New rooflights to the northern roof slope of the annexe to be flush fitting, metal framed conservation style rooflights- This is a condition to be complied with, and should still be applied to any approval.
- New or altered rainwater goods or other external pipework to be of painted metal -
The proposed materials schedule shows uPVC rainwater goods. Accepts uPVC for a very short section patched into existing, otherwise entirely uPVC gutter.

PARISH COUNCIL OBSERVATIONS

Horsted Keynes Parish Council: No objection.

INTRODUCTION

This application seeks planning permission for the demolition of an existing conservatory and lean-to outhouse, internal re-configuration of the ground and first floor in the East Building, ground floor alterations to the West Building, altered fenestration to the East building together with internal and external alterations at Strouds, Church Lane in Horsted Keynes.

RELEVANT PLANNING HISTORY

DM/26/00704. Listed Building Consent - Demolition of existing conservatory and lean-to outhouse, internal re-configuration to ground and first floor East building, ground floor alterations to the West building, altered fenestration to the East building together with internal and external alterations. Yet to be determined.

04/00822/LBC. Alterations to existing entrance and lobby comprising removal of plastic rooflight and install new roof lantern onto existing flat roof. Remove existing entrance door, surround and window and form new entrance surround, door and frame. Approved May 2004.

08/00415/FUL. Conversion of roof space in double garage to study with six new rooflights and insulation to the interior of roof and floor. Approved April 2008.

02/01858/LBC. Replacement of existing door and window. Approved October 2002.

02/01418/LBC. Erection of a single storey timber glazed conservatory upon a dwarf wall. Approved August 2002.

02/01415/FUL. Erection of a single storey timber framed glazed conservatory upon a dwarf wall. Approved August 2002.

SITE AND SURROUNDINGS

Strouds is located on the corner of Church Lane in the built up area of Horsted Keynes.

The house is sited within the Horsted Keynes Conservation Area, which is also within the High Weald National Landscape/Area of Outstanding Natural Beauty.

The dwelling is a Grade II Listed building and it is located in a large garden. The older part of the house, referred in the description of the works as the West Building, dates back to the C16th and lies parallel to Church Lane, with a more modern attached annexe extension, referred in the description of the works as the East Building, which is located at the rear. This part of the building can be viewed from the driveway on entry to the house.

APPLICATION DETAILS

This application seeks planning permission for various works to the main part of the Listed building and to the attached 1970s annexe section.

The proposed alterations the main house include:

- Relocation of the kitchen from the ground floor house to the annexe, and repurposing of the existing kitchen space as a utility and boot room, including infilling a non-original opening;
- Conversion of the existing utility/boot/boiler room to a plant room;
- Replacement fittings to an existing bathroom at first floor; and
- A replacement heating and hot water system.

The application details the following proposed internal and external alterations to the annexe: Demolition of an existing conservatory to the northern side of the annexe and installation of French windows;

- Demolition of a lean-to store to the eastern side of the annexe and the installation of an additional window opening in its place;
- Internal reconfiguration of the annexe at ground and first floor;
- Associated changes to floor levels, staircase position, and fenestration to the link and annexe, including new/altered windows and rooflights;

The application was accompanied by a Design and Access Statement, which is available to view on the planning file. This details that the proposed changes are sought to provide more usable habitable accommodation for the family, more practical living spaces and more efficient use of the available space. Illustrative photos are included to show how the proposals will alter the appearance of the house internally and externally.

Further supporting information and details in a materials schedule, samples and details of the proposed tiles, bricks, rooflights, French doors and windows have been provided by the applicant's agent during the course of determining the application to address the Conservation Officer's suggested conditions.

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, the Horsted Keynes Neighbourhood Plan and Site Allocations DPD.

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:

DP16 High Weald Area of Outstanding Natural Beauty
DP26 Character and design
DP34 Listed Buildings and Other Heritage Assets
DP38 Biodiversity

Site Allocations Development Plan Document

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

There are no policies deemed relevant to this application.

Neighbourhood Plan

Horsted Keynes Neighbourhood Plan - made May 2023.

Policy HK4 Maintaining Local Character and Good Quality Design
Policy HK5 Infill Development and Domestic Extensions
Policy HK6 Conserving Local Heritage

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

Mid Sussex District Plan 2021 - 2039 - Submission Draft (Regulation 19)

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:

DPS2 Sustainable Design and Construction
DPN1 Biodiversity, Biodiversity and Nature Recovery
DPB1 Character and Design
DPB2 Listed Buildings and other heritage assets
DPS6 Health and Wellbeing
DPC4 High Weald AONB

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.

High Weald AONB Management Plan 2024-2029
The High Weald Housing Design Guide 2020

National Planning Policy Framework (NPPF) (December 2024)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows:

Design
Impact upon the Conservation Area
Impact upon the High Weald National Landscape/AONB
Impact on residential amenities
Impact upon the Listed Building
Biodiversity Net Gain

Design

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed and reflect the distinctive character of the towns and villages as well as addressing the character and scale of the surrounding buildings and landscape.

Policy HK4 of the Horsted Keynes Neighbourhood Plan seeks to ensure that new development proposals maintain the local character and demonstrate good quality design, achieving high quality design that respects the scale, bulk and character of existing and surrounding buildings.

The Council's adopted Design Guide is a material consideration in the determination of the application. Chapter 9 of the Design Guide relates to household alterations and extensions. Design Principle DG49 states that extensions should respond to the design of the original dwelling and applicant will be expected to demonstrate how local character has informed the design proposal.

The works include internal alterations and external changes to the annexe part. The designed changes and the proposed materials for the external works to the annexe, that have been clearly detailed by the applicant's agent, have been given careful consideration by the Case Officer, with guidance from the Conservation Officer. The proposed alterations and additions are considered appropriate to the setting of the Listed Building at Strouds.

Consequently, the design and appearance of the proposed changes are considered to accord with Policy DP26 of the Mid Sussex District Plan, Policy HK4 of the Horsted Keynes Neighbourhood Plan and with the relevant Design Guide principles.

Impact upon the Conservation Area

Strouds is located within the Horsted Keynes Conservation Area, which was established in December 1984.

This application needs to be considered with reference to guidance contained in the NPPF and with regard to the statutory duty of the Council, as the Local Planning Authority, to have special regard to the desirability of preserving the character or appearance of the Horsted Keynes Conservation Area, as set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The District Plan contains Policy DP35, which requires development to conserve or enhance the special character and appearance of Conservation Areas.

Policy HK6 of the Horsted Keynes Neighbourhood Plan seeks to ensure that development proposals should preserve or enhance the special character and setting of the Horsted Keynes and Birch Grove Conservation Areas, and preserve or enhance the special architectural or historic interest of listed buildings and their settings.

The Conservation Officer considers the works that are proposed to the main part of the house to be limited. Overall she finds that they should not adversely impact historic fabric or plan form, and therefore they are not considered contentious, and can be supported.

Whilst the Conservation Officer considers the annexe of a lower degree of significance it is attached to the C16th building and is substantial in size, so has a bearing on the appearance and setting of the original cottage. The proposed works do not affect important historic fabric, as the conservatory and the lean-to structure which are to be removed are more modern additions on the annexe. The works to the annexe are not considered to be contentious by the Conservation Officer, and this view is supported.

The proposed works will not harmfully impact the setting at Strouds, but will protect the character and appearance of this part of the Horsted Keynes Conservation Area, and therefore accord with the aims of District Plan Policy DP35 and Policy HK6 of the Horsted Keynes Neighbourhood Plan.

Impact upon the High Weald National Landscape/AONB

The proposed development is located within the High Weald National Landscape (AONB), where District Plan Policy DP16 is also relevant. seeks to conserve and enhance the natural beauty of the area, with regard to the aims of the High Weald AONB Management Plan.

Also relevant in the determination of the application is Paragraph 189 of the NPPF, which states

'189. Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and National Landscapes which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks and the Broads. The scale and extent of development within all these designated areas should be limited, while development within their setting should be sensitively located and designed to avoid or minimise adverse impacts on the designated areas.'

A similar ethos is found within The High Weald Area of Outstanding Natural Beauty Management Plan.

Due to the scale and siting of the proposed internal and external works to the main house and annexe at Strouds it is considered that there will be no negative impact on local views or upon the wider character

of the area. Consequently, this application accords with Policy DP16 of the Mid Sussex District Plan and the relevant NPPF and AONB guidance.

Impact on residential amenities

District Plan Policy DP26 and Neighbourhood Plan Policy HK5 are relevant in the determination of this application with regards to the impact of the changes on residential amenities. There is a conflict in the phrasing of these policies. District Plan Policy DP26 requires that development *'does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution.'*

In contrast Policy HK5 states that development proposals will be supported where there is no significant harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook is retained.

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, Policy HK5 of the Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether there is no unacceptable harm as a result of the development upon the neighbouring amenities as outlined above.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The nearest immediate neighbouring properties to Strouds are Fieldhurst, which is located to the west of Church Lane and Pepins to the east, Both properties are well screened from Strouds by significant intervening screening vegetation and trees.

Due to the position of the house and annexe, and the nature of the proposed works, it is considered that the proposed building works will cause no unacceptable harm to the privacy, outlook, daylight and sunlight of the immediate residents of these dwellings.

The proposal therefore accords with the requirements of the more up to date Policy HK5 of the Neighbourhood Plan as there is no unacceptable harm as a result of the development upon the neighbouring amenities and the relevant principles of the Design Guide.

Impact upon the Listed Building

The Council, as the Local Planning Authority, has a statutory duty to have special regard to the desirability of preserving heritage assets. Listed Buildings and their settings are afforded special protection under the planning regime by virtue of Sections 16(2) and 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (PLBCAA); paragraphs 200-214 of the NPPF and Policy DP34 of the District Plan.

District Plan Policy DP34 is relevant in the determination of this application. It seeks to protect listed buildings and their settings. It requires that alterations or extensions to a listed building respect its historic form, scale, setting, significance and fabric and that traditional building materials and construction techniques are normally used.

The Conservation Officer has been consulted on the application and the subsequent materials and details submissions. Her views on the alterations and proposed construction materials are accepted and it is considered that the proposed works will not harm the character or the setting of the listed building or its significance.

The proposal is therefore found to meet the requirements of District Plan Policy DP34, the aims of Policy HK6 of the Horsted Keynes Neighbourhood Plan and the relevant guidance contained in the NPPF.

Biodiversity Net Gain

Biodiversity net gain is required under a statutory framework introduced by Schedule 7A of the Town and Country Planning Act 1990. This is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. As a householder application this development is exempt from the requirement to provide biodiversity net gain.

PLANNING BALANCE AND CONCLUSION

The proposed internal and external works will accord with District Plan Policies DP26 in respect to the design and Neighbourhood Plan Policy HK4, and with the aims of District Plan Policies DP35 and DP16 and Neighbourhood Plan Policy HK6 in terms of the Conservation Area and the setting of the house in the High Weald Landscape Area/AONB.

The proposal will preserve the special interest of the Grade II listed building at Strouds and is found to meet the requirements of District Plan Policy DP34 and Neighbourhood Plan Policy HK6 and the relevant heritage guidance contained in the NPPF.

Consideration has been given to the impact of the building upon neighbouring residents and the proposal complies with Neighbourhood Plan Policy HK5 and the relevant Design Guide principles on amenity.

Consequently the application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey