

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1908	Case Officer:	Rachel Richardson
Application Type:	Listed Building Consent		
Proposal:	Internal alterations to Grade II listed building including removal of non-historic internal wall, installation of sympathetic timber joinery, and insertion of conservation rooflight to existing later addition extension.		
Site:	Old Keysford Hall, Treemans Road, Horsted Keynes, Haywards Heath, West Sussex, RH17 7EA, ,		
Validation Date	28 Jul 2025	Overall Expiry Date:	29 Aug 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Sep 2025
Target Date:	22 Sep 2025	Recommending Officer Signature:	Rachel Richardson

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
--	--	-------------------------------	---

Signed and Agreed By:	Steven King	Date:	23 Sep 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1908

Old Keysford Hall, Treemans Road, Horsted Keynes, Haywards Heath, West Sussex, RH17 7EA, Internal alterations to Grade II listed building including removal of non-historic internal wall, installation of sympathetic timber joinery, and insertion of conservation rooflight to existing later addition extension.

Mr And Mrs Sharpe

SUMMARY OF REPRESENTATIONS

None.

SUMMARY OF CONSULTEES

Conservation Officer: No objection.

TOWN/PARISH COUNCIL OBSERVATIONS

None.

INTRODUCTION

Listed building consent is sought for internal alterations to a Grade II listed building. The proposed works will involve removal of a non-historic internal wall, installation of sympathetic timber joinery, and insertion of conservation rooflight to existing later addition extension.

RELEVANT PLANNING HISTORY

DM/22/3851 listed building consent application for repairs to timber frame. Consent approved 13.02.2023

DM/25/1907 Removal of a non-historic internal wall, installation of sympathetic timber joinery, and insertion of conservation rooflight. Pending.

SITE AND SURROUNDINGS

The site, Old Keysford Hall, is a Grade II listed building dating from 1701 and located in a rural position outside Horsted Keynes. The house which is timber framed to the upper storeys has been underbuilt in brick and stone, and was substantially extended to the rear during the early 20th century.

APPLICATION DETAILS

The application proposes:

- o Remove later addition kitchen interior wall and replace with a reversible joinery element to allow for a better proportioned kitchen and entrance hallway, and
- o Addition of a flat roof-light within the later addition lean to, to gain more daylight into the kitchen space.

The proposal seeks to rearrange the entrance hallway and kitchen to allow for a better proportioned kitchen and space for a dining table. Shelving and joinery is proposed in the entrance hall area.

The internal joinery wall will be finished in a timber that matches with the existing timber panelling and other existing timber elements that form part of the existing entrance hallway.

The flat glazed roof-light will be minimal in its appearance and will not project more than 150mm from the existing flat roof.

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, Site Allocations Development Plan Document (DPD) and Horsted Keynes Neighbourhood Plan.

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:

DP34 Listed Buildings and Other Heritage Assets

Site Allocations DPD

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

Relevant policies.

None.

Neighbourhood Plan

Horsted Keynes Neighbourhood Plan made on 24th May 2023.

Relevant policies:

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 the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, 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:

DPB2 - Listed Buildings and Other Heritage Assets

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.

National Planning Policy Framework (NPPF) (December 2024)

ASSESSMENT

Section 16 (2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states 'In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.'

Policy DP34 of the Mid Sussex District Plan relates, in part, to development affecting listed buildings:

'Development will be required to protect listed buildings and their settings. This will be achieved by ensuring that:

- o A thorough understanding of the significance of the listed building and its setting has been demonstrated. This will be proportionate to the importance of the building and potential impact of the proposal;*
- o Alterations or extensions to a listed building respect its historic form, scale, setting, significance and fabric. Proposals for the conversion or change of use of a listed building retain its significance and character whilst ensuring that the building remains in a viable use;*
- o Traditional building materials and construction techniques are normally used. The installation of uPVC windows and doors will not be acceptable;*
- o Satellite antennae, solar panels or other renewable energy installations are not sited in a prominent location, and where possible within the curtilage rather than on the building itself;*
- o Special regard is given to protecting the setting of a listed building;*
- o Where the historic fabric of a building may be affected by alterations or other proposals, the applicant is expected to fund the recording or exploratory opening up of historic fabric'.*

HK6 states inter alia that development should:

'preserve or enhance the special architectural or historic interest of listed buildings'. Also that all, 'planning applications which affect a heritage asset or its setting, should be accompanied by a Heritage Statement, which demonstrates a clear understanding of the heritage significance of the assets affected and which then informs the development of sensitive proposals which meet the statutory requirements for their preservation and enhancement.'

The application is accompanied by a Heritage Statement.

NPPF para 208 states that LPA's should identify and assess the particular significance of any heritage asset that may be affected by a proposal and para 210 states that in determining applications, LPA's should take account, inter alia of a) the desirability of sustaining and enhancing the significance of heritage assets.

The Conservation Officer has no objection and has commented as follows:

'Old Keysford Hall is one part of a Grade II listed building located in a rural position outside Horsted Keynes. The building has been subdivided, so that the rear portion is now a separate property, Keysford. The building was formerly a farmhouse, and former farm buildings including a substantial barn survive in a courtyard arrangement to the north-west of the house. These would be regarded as curtilage listed.

The applications are accompanied by a summary heritage statement, which confirms the likely date of construction of Old Keysford Hall as c.1701, but suggests it is possible that this formed a later high-end wing to a possible earlier house (now the west wing), which may have then taken on a service range status. This is speculative, however, as the west wing (now Keysford) was not assessed.

Within the summary heritage statement the existing partition between the kitchen and hallway is dated on plan (Plate 5) as a 20th century insertion. This work may have been carried out when the rear wall of the building was partially removed and a lean-to outshot added to the back of the hall to create the current kitchen space. This statement also notes that the existing staircase, which sits at the south-east corner of the central hall, was previously enclosed to its northern side by a partition, which has been removed.

The summary heritage statement suggests that the significance of Old Keysford Hall lies partly in the high degree of survival of the original floor plan, and the minimal later changes to the building, which retain visible evidence of original features and fabric where these have been altered or removed. I see no reason to disagree with this assessment.

The current proposal is for works at ground floor to the building comprising:

- *Removal of the existing partition between the original hallway and the kitchen;*
- *Construction of a new partition further into the hall, enlarging the kitchen;*
- *Construction of a partition partly enclosing the northern side of the staircase adjacent to this; and*
- *Addition of a plateau rooflight to the flat roof of the existing rear lean-to.*

To consider these works in turn:

- *The existing partition in this position is a 20th century addition and is not of special interest. Its removal is therefore not considered contentious.*
- *The proposed new partition, because of its revised position, will encroach further into the original proportions of the hall. However, the harm which will result from this will be balanced against the lighter-weight construction of the partition (c.f. the existing solid partition), as it will include double glazed doors and high-level windows, which will potentially allow a greater appreciation than the existing situation of the original proportions of the room. The internal elevations provided show that these windows will not be obscured by high level units to either the hall or kitchen side. On balance this aspect of the proposal is considered acceptable.*
- *The new partition adjacent to the stairway will be a continuation of that discussed above, enclosing this side of the extended kitchen. Given the previous existence of a partition in this position, this aspect of the proposal is not considered contentious in principle.*
- *Although the drawings and DAS are clear that the 'front', hall-facing element of the new partitioning will be set behind the existing post to the base of the stairs, so that this fabric is not impacted, the relationship of the new partition to the side of the extended kitchen adjacent to the staircase with the overlying beam which carries evidence of the former partition in this position is less clear. I would suggest that a further detailed drawing is provided to demonstrate that the new partition will not harm or obscure surviving evidence of the original, removed partition in this position (see plates on p.11 of the heritage statement).*
- *The proposed plateau rooflight affects only 20th century fabric and should have only a minimal impact on the appearance of the building. Subject to detail, this aspect of the proposal is not considered contentious.*

Subject to the above detail regarding the position of the new partition adjacent to the staircase, the proposal is considered to preserve the special interest of the listed building, meeting the requirements of District Plan Policy DP34 and the relevant paragraphs of the NPPF.'

Following the above comments the applicants submitted an amended drawing (12 A) and further details and the Conservation Officer subsequently commented that, *'The annotation makes it clear that the new structure will not harm or obscure the adjacent historic fabric.'*

Your Officer has no reason to come to a different view and is satisfied that the proposed alterations comply with the criteria of relevant policies DP34 and HK6 of the NP and will protect the special interest of the historic building.

PLANNING BALANCE AND CONCLUSION

Planning legislation requires the application to be determined in accordance with the development plan unless material considerations indicate otherwise. It is therefore necessary for the planning application to be assessed against the policies in the Development Plan and then to take account of other material planning considerations including the NPPF.

Given the above, it is recommended that permission be granted and the proposed alterations to the listed building are acceptable and comply with the relevant policies of the DP and NP as well as national policy within the NPPF. The proposed development will protect the special character of the Listed Building.

Decision: Permission

Case Officer: Rachel Richardson