

**From:** Rachel Richardson  
**Sent:** 27 October 2025 14:40:15 UTC+00:00  
**To:** "Buchan Rum Architects" <info@buchanrumarchitects.co.uk>; "Emily Hatton" <emily@buchanrumarchitects.co.uk>  
**Cc:** "Emily Wade" <Emily.Wade@midsussex.gov.uk>; "emmajane0469@gmail.com" <emmajane0469@gmail.com>  
**Subject:** RE: Request for site visit please? DM/25/2157. Pool House.

Hi Emma,

Please can you confirm if the email below should've had an amended drawing attached? There only appears to be photographs.

Can you also indicate when I am likely to receive the amended drawings? I need to understand when I will be in a position to make a recommendation on this application. Please note that Emily Wade is away next week on annual leave so depending on when I receive your revised drawings will impact on when I will receive Emily's comments. I am also on annual leave week commencing 3<sup>rd</sup> November.

Please note that there are trees within 15m of the proposed garage and as such you will need to also submit an arboricultural impact assessment, method statement and tree protection plan.



The application form below has been filled in incorrectly, can this please be amended.

### Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- ☐ Yes  
☒ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- ☐ Yes  
☒ No

Given the above, I am anticipating that the extension of time necessary to determine the application for the proposed garage (DM/25/2156), is realistically not likely to be until 17<sup>th</sup> November. Please confirm that you are in agreement with this date?

I will, however, be in a position to determine the CLU for the pool house by the end of this week. As such, can you reply to this email and confirm that you will be happy with an extension of time for DM/25/2157 until 31.10.25?

I look forward to hearing from you regarding the above points.

Kind regards,

Rachel.

**Rachel Richardson** Bsc (Hons) DIP TP MRTPI  
Senior Planning Officer  
Development Management  
[www.midsussex.gov.uk](http://www.midsussex.gov.uk)  
01444 477 224

Please note I work part-time (usually over Monday to Thursday) and from home Monday to Wednesday.

---

**From:** Buchan Rum Architects <info@buchanrumarchitects.co.uk>  
**Sent:** 27 October 2025 12:28  
**To:** Rachel Richardson <Rachel.Richardson@midsussex.gov.uk>; Buchan Rum Architects <info@buchanrumarchitects.co.uk>; Emily Hatton <emily@buchanrumarchitects.co.uk>  
**Cc:** Emily Wade <Emily.Wade@midsussex.gov.uk>; emmajane0469@gmail.com  
**Subject:** RE: Request for site visit please? DM/25/2157. Pool House.

Dear Rachel,

Please see attached the updated drawing and photograph attached.

There isn't a first floor plan, but we have shown the mezzanine which is intended for storage. The section shows there is no full height at the mezzanine level.

Regarding the roof material, we chose a standing seam zinc to match the neighbouring property facing this building and sharing the same driveway for consistency. Please see the photos of this building attached.

We have reduced the size of the conservation roof lights, we will forward updated drawings.

Kindest regards,

Emma

--

BA(hons)DipArch RIBA ARB & Interior Designer

# buchan rum

[w:www.buchanrumarchitects.co.uk](http://www.buchanrumarchitects.co.uk)

t: 01444 239019

registered office:

9 Savill Road

Lindfield

Haywards Heath

West Sussex

RH16 2NY

office:

Freshmills

Delta House

16 Bridge Road

Haywards Heath

West Sussex

RH16 1UA

---

**From:** Rachel Richardson <[Rachel.Richardson@midsussex.gov.uk](mailto:Rachel.Richardson@midsussex.gov.uk)>

**Sent:** 23 October 2025 11:42

**To:** Buchan Rum Architects <[info@buchanrumarchitects.co.uk](mailto:info@buchanrumarchitects.co.uk)>; Emily Hatton  
<[emily@buchanrumarchitects.co.uk](mailto:emily@buchanrumarchitects.co.uk)>

**Cc:** Emily Wade <[Emily.Wade@midsussex.gov.uk](mailto:Emily.Wade@midsussex.gov.uk)>; [emmajane0469@gmail.com](mailto:emmajane0469@gmail.com)

**Subject:** RE: Request for site visit please? DM/25/2157. Pool House.

Dear Emma,

Thank you for your email below.

Apologies, I see that we have missed the date below to meet on site. Is your client free late morning, next Tuesday 28<sup>th</sup> please?

Also, in respect of DM/25/2156 for the proposed garage, the determination deadline is now passed. It would be appreciated if you could please agree to an extension of time until 13<sup>th</sup> November? Obviously, if it can be determined prior to this date I will endeavour to do so.

Following on from Emily's comments dated 9<sup>th</sup> October, it would be helpful if you can provide the following:

- Proposed first floor plan
- Confirmation and details of alternative roof materials
- Amended drawings to show a reduction in size of the proposed conservation style rooflights

I look forward to hearing from you in respect of the above,

Kind regards,

Rachel.

**Rachel Richardson** Bsc (Hons) DIP TP MRTPI  
Senior Planning Officer  
Development Management  
[www.midsussex.gov.uk](http://www.midsussex.gov.uk)  
01444 477 224

Please note I work part-time (usually over Monday to Thursday) and from home Monday to Wednesday.

---

**From:** Buchan Rum Architects <[info@buchanrumarchitects.co.uk](mailto:info@buchanrumarchitects.co.uk)>  
**Sent:** 15 October 2025 19:48  
**To:** Rachel Richardson <[Rachel.Richardson@midsussex.gov.uk](mailto:Rachel.Richardson@midsussex.gov.uk)>; Emily Hatton <[emily@buchanrumarchitects.co.uk](mailto:emily@buchanrumarchitects.co.uk)>  
**Cc:** Emily Wade <[Emily.Wade@midsussex.gov.uk](mailto:Emily.Wade@midsussex.gov.uk)>; [emmajane0469@gmail.com](mailto:emmajane0469@gmail.com)  
**Subject:** RE: Request for site visit please? DM/25/2157. Pool House.

Dear Rachel,

Our client is available at 11am on the 21st.

Kindest regards,

Emma

--

BA(hons)DipArch RIBA ARB & Interior Designer

buchan rum

[w:www.buchanrumarchitects.co.uk](http://www.buchanrumarchitects.co.uk)

t: 01444 239019

registered office:

9 Savill Road

Lindfield

Haywards Heath

West Sussex

RH16 2NY

---

**From:** Rachel Richardson <[Rachel.Richardson@midsussex.gov.uk](mailto:Rachel.Richardson@midsussex.gov.uk)>

**Sent:** 15 October 2025 15:05

**To:** Buchan Rum Architects <[info@buchanrumarchitects.co.uk](mailto:info@buchanrumarchitects.co.uk)>

**Cc:** Emily Wade <[Emily.Wade@midsussex.gov.uk](mailto:Emily.Wade@midsussex.gov.uk)>

**Subject:** Request for site visit please? DM/25/2157. Pool House.

Dear Emma and Emily,

Emily and I would like to visit Renovo House in Cuckfield to see the location for the above proposed development.

Emily and I can do got 11am next Tues 21st free, or any time from 11:30 am on Tuesday 28th?

Please let me know what works better for you.

Many thanks,

Rachel.

**Rachel Richardson** Bsc (Hons) DIP TP MRTPI

Senior Planning Officer

Development Management

[www.midsussex.gov.uk](http://www.midsussex.gov.uk)

01444 477 224

Please note I work part-time (usually over Monday to Thursday) and from home Monday to Wednesday.

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is

legally exempt from disclosure, we cannot guarantee that we will not provide the whole or part of this email to a third party making a request for information about the subject matter of this email. This email and any attachments may contain confidential information and is intended only to be seen and used by the named addressees. If you are not the named addressee, any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error please notify the sender immediately by email or by calling +44 (0) 1444 458 166 and remove this email and its attachments from your system. The views expressed within this email and any attachments are not necessarily the views or policies of Mid Sussex District Council. We have taken precautions to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments. Except where required by law, we shall not be responsible for any damage, loss or liability of any kind suffered in connection with this email and any attachments, or which may result from reliance on the contents of this email and any attachments.

The information contained in this email may be subject to public disclosure under the Freedom of Information Act 2000. Unless the information contained in this email is legally exempt from disclosure, we cannot guarantee that we will not provide the whole or part of this email to a third party making a request for information about the subject matter of this email. This email and any attachments may contain confidential information and is intended only to be seen and used by the named addressees. If you are not the named addressee, any use, disclosure, copying, alteration or forwarding of this email and its attachments is unauthorised. If you have received this email in error please notify the sender immediately by email or by calling +44 (0) 1444 458 166 and remove this email and its attachments from your system. The views expressed within this email and any attachments are not necessarily the views or policies of Mid Sussex District Council. We have taken precautions to minimise the risk of transmitting software viruses, but we advise you to carry out your own virus checks before accessing this email and any attachments. Except where required by law, we shall not be responsible for any damage, loss or liability of any kind suffered in connection with this email and any attachments, or which may result from reliance on the contents of this email and any attachments.