

From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 07 January 2026 10:42:52 UTC+00:00
To: "Stefan Galyas" <Stefan.Galyas@midsussex.gov.uk>
Subject: RE: DM/25/2982 and 2983 1 Old Church Cottages

Hi Stefan

Yes, I have no objection to this which removes the need for further information on the replacement windows. A condition requiring details of the new windows to the extension should however be imposed.

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: Stefan Galyas <Stefan.Galyas@midsussex.gov.uk>
Sent: 07 January 2026 10:40
To: Emily Wade <Emily.Wade@midsussex.gov.uk>
Subject: FW: DM/25/2982 and 2983 1 Old Church Cottages

Hi Emily,

Please find attached the received response from the Agent relating to 1 Church Cottages.

Please could you confirm that this alteration would be acceptable?

Regards,
Stefan Galyas MRTPI
Planning Officer
Development Management
Mid Sussex District Council
01444 47 7244
www.midsussex.gov.uk



From: DJD Office <info@davidjenkinsdesign.co.uk>
Sent: 07 January 2026 10:30
To: Stefan Galyas <Stefan.Galyas@midsussex.gov.uk>
Cc: Guy Bowen <bowenguy@googlemail.com>; Iona Napier <iona.napier@hotmail.co.uk>
Subject: RE: DM/25/2982 and 2983 1 Old Church Cottages

Dear Stefan,

I have reviewed the glazing replacement with our client and they would like to remove this item from the application. They have had a change of heart and will now redecorate the existing windows rather than replace the glazing with slimline double glazing.

Re: your email forwarded below - Therefore, please can you proceed to a decision promptly as I understand no further re-consultation will be required with Emily on this item, and she has previously written in support of the extension. We see no need for an extension of time as suggested.

For clarity, I have removed the drawing note referencing glazing replacement from proposed Ground Floor Plan (find attached 704-09H Proposed Ground Floor Plan.) I have also removed this item from the 'schedule of proposed works' p9 of the Planning, Design & Heritage Statement. (find attached)

We are accepting of the suggested planning conditions and can with our client provide full additional detail in due course following an approval, and once the technical design has been confirmed.

Kind regards,

Robert

Robert Vickers Design Director
BA (Hons) Dip Arch MA RIBA

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From: Stefan Galyas <Stefan.Galyas@midsussex.gov.uk>
Sent: 07 January 2026 09:55
To: DJD Office <info@davidjenkinsdesign.co.uk>
Subject: RE: DM/25/2982 and 2983 1 Old Church Cottages

Good morning Robert,

I wanted to follow up on my previous email for an update regarding the requested further information.

As the decision deadline date is approaching and a re-consultation with the Conservation Officer will be required, I would like to request an extension of time for both of the above applications. Would a revised decision deadline date set for 20.02.26 work well for you? If you could confirm your agreement in a response to this email, it would be much appreciated.

I look forward to hearing from you.

Regards,
Stefan Galyas MRTPI
Planning Officer
Development Management
Mid Sussex District Council
01444 47 7244
www.midsussex.gov.uk



From: Stefan Galyas
Sent: 18 December 2025 13:11
To: DJD Office <info@davidjenkinsdesign.co.uk>
Subject: FW: DM/25/2982 and 2983 1 Old Church Cottages

Dear Robert,

Hope you are well and apologies for not being able to take your call earlier as I am in meetings all day.

Please find attached the received response from the Conservation Officer. They have requested some further points of clarification and put forward some pre-commencement conditions. Please could you confirm your agreement to these and send over the additional information?

I look forward to hearing from you.

Regards,
Stefan Galyas MRTPI
Planning Officer
Development Management
Mid Sussex District Council
01444 47 7244
www.midsussex.gov.uk



From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 18 December 2025 11:32

To: Stefan Galyas <Stefan.Galyas@midsussex.gov.uk>
Subject: DM/25/2982 and 2983 1 Old Church Cottages

Hi Stefan

Comments on the above planning and listed building consent applications.

1 Old Church Cottages is with its attached neighbour one half of a Grade II listed early 17th century building located within the Horsted Keynes Conservation Area. The building has been previously extended, including by a substantial two storey rear addition made during the 20th century. The property has a recent planning history of applications and pre-application enquiries relating to a proposed side extension, of which this is the latest iteration. The current proposal, which follows on from pre-application advice, reflects a further response to adverse comments made regarding the scale of previously suggested schemes, which was considered contentious particularly when viewed in the context of the existing rear additions to the cottage.

The current proposal is for the demolition of an existing side extension and construction on an enlarged footprint of a replacement single storey side extension comprising a downstairs bathroom, side entrance, and glazed dining area- this latter would be in effect an extension of the existing kitchen area, with knocking through of the existing side wall to the 20th century rear addition.

The current proposal represents a further decrease in the footprint of the proposed side addition (in comparison to previous applications) and also reflects a reconsideration of its form and detailing, introducing a stepped footprint and full height glazing to the rear element (the proposed dining area) - although the extension would still represent an increase in footprint and bulk over the existing side addition, these aspects of the current proposal should assist in further reducing its apparent scale. The cumulative impact of the proposed extension and existing two storey rear addition remains to my mind somewhat problematic, however, on balance, the current proposal, which is very significantly reduced from the proposed two storey side extension originally envisaged, is in my opinion now acceptable in terms of its scale.

The proposed extension sits no further forward than the existing addition and should not (subject to detail) have a harmful physical impact on the historic fabric of the building, which is confined to the front range, or result in concealment of additional fabric of interest from view. The removal of the side wall to the existing rear extension affects only relatively modern fabric and is not considered contentious.

The current formal application also includes mention of works to the existing steel framed windows to the building, described as refurbishment and insertion of replacement slimline glazing- I take this to mean slimline double glazing? This aspect of the proposal will require further information at this stage to allow an informed consideration. The applicant should provide further detail of the works involved, including typical detailed existing and proposed elevations and sections, which should

show any alterations to the frames of the windows to allow for the insertion of the double-glazed units, Existing and proposed glazing bar detail should be included. It should be noted that applied glazing bars (as opposed to functional bars) will not be considered acceptable in the context of a listed building.

In summary, therefore, the proposed extension is considered to preserve the special interest of the listed building and the character and appearance of the Horsted Keynes Conservation Area. However further detail of the works to the existing windows is required.

Were the application to move in due course towards the granting of consent, I would recommend the following conditions:

- Details of roofing and facing materials
- Detailed drawings, at an appropriate large scale, including sections and annotated to show materials and finishes of the following:
 - Typical examples of new windows and doors. Your drawings should as appropriate include details of depth of reveal and glazing bar detail.
 - Typical eaves detail
- Rainwater goods and other external pipework to be of painted metal

I include these now to give the applicant the option to also provide the further pre-commencement detail required alongside the information on the works to the existing windows, should he prefer to do so.

Thanks,

Emily

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Emily Wade Ma MSc
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Electoral
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