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REF: DM/25/1169
DATE: 18th December 2025

Dear Sir/Madam

**Annexe Keysford Treemans Road Horsted Keynes
Convert existing barn into one bedroom ancillary accommodation.**

I advise that your application DM/25/1169 was **Granted Permission** on **18th December 2025**.

I enclose a copy of the Decision Notice in relation to the above application. If you are acting as an Agent please ensure that a copy is given to the applicant. **Please read the notes accompanying this decision notice carefully.**

Please also be advised that this permission does not constitute an approval under Building Regulations. Before you proceed with your proposal you should ensure that a Building Control application is not required, or has been submitted.

Yours faithfully



Ann Biggs
Assistant Director Planning and Sustainable Economy

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TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015

PERMISSION

REFERENCE: DM/25/1169

DESCRIPTION: CONVERT EXISTING BARN INTO ONE BEDROOM ANCILLARY ACCOMMODATION.

LOCATION: ANNEXE, KEYSFORD, TREEMANS ROAD, HORSTED KEYNES

DECISION DATE: 18 DEC 2025

CASE OFFICER: ANNA TIDEY - ANNA.TIDEY@MIDSUSSEX.GOV.UK

The Council hereby notify you that they **GRANT** planning permission for the above development to be carried out in accordance with the submitted application and plans and subject to compliance with the following conditions:-

Conditions

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

2. **Approved Plans**

The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Plans Referred to in Consideration of this Application".

Reason: For the avoidance of doubt and in the interest of proper planning.

3. The ancillary accommodation in the converted barn hereby permitted shall be used solely for purposes ancillary to the occupation and enjoyment of Keysford, Treemans Road, Horsted Keynes, West Sussex, RH17 7EA as ancillary living accommodation. No part of the building and shall be used as a separate unit of accommodation or for any other commercial purposes, otherwise an application for full planning permission will be required.

Reason: For the avoidance of doubt, to control the development in accordance with the application and to comply with Policies DP12, DP15 and DP26 of the Mid Sussex District Plan 2014-2031 and Policy of the Neighbourhood Plan.

4. Details of the proposed roofing and facing materials shall be submitted to and approved in writing by the Local Planning Authority prior to work commencing in respect of this part of the development. The development shall not be carried out otherwise than in accordance with such details.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord with Policies DP16, DP26 and DP34 of the Mid Sussex District Plan 2014 - 2031 and Policies HK4, HK5 and HK6 of the Horsted Keynes Neighbourhood Plan.

5. Detailed drawings at an appropriate large scale, including sections, and annotated to show materials and finishes of the following shall be submitted to and approved in writing by the Local Planning Authority prior to work commencing in respect of this part of the development:

- Typical examples of windows and doors (external and internal). The drawings should show depth of reveal and relationship to the surrounding historic fabric. The drawings should include the barn doors on the western elevation.
- The ladder access and glazed balustrade to the mezzanine.

The development shall not be carried out otherwise than in accordance with such approved details.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord with Policies DP16, DP26 and DP34 of the Mid Sussex District Plan 2014 - 2031 and Policies HK4, HK5 and HK6 of the Horsted Keynes Neighbourhood Plan.

6. The development hereby permitted shall not commence until details have been provided to the Local Planning Authority on annotated drawings/in writing to confirm the proposed method for the retention of the dovecot sited within the southern gable of the barn, and any necessary repairs to this feature of the building. The development shall thereafter not be carried out otherwise than in accordance with such approved details.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord with Policies DP16, DP26 and DP34 of the Mid Sussex District Plan 2014 - 2031 and Policies HK4, HK5 and HK6 of the Horsted Keynes Neighbourhood Plan.

7. The new roof lights to be installed in the conversion works shall be flush fitting, metal framed, conservation style rooflights.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord

with Policies DP16, DP26 and DP34 of the Mid Sussex District Plan 2014 - 2031 and Policies HK4, HK5 and HK6 of the Horsted Keynes Neighbourhood Plan.

8. All new rainwater goods and all other external pipework used in the conversion shall be of painted metal.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality and to accord with Policies DP16, DP26 and DP34 of the Mid Sussex District Plan 2014 - 2031 and Policies HK4, HK5 and HK6 of the Horsted Keynes Neighbourhood Plan.

9. Prior to the commencement of the development approved by this planning permission (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), the following components of a scheme to deal with the risks associated with contamination of the site, shall each be submitted to and approved, in writing, by the Local Planning Authority:

a) A preliminary risk assessment which has identified:

- all previous uses
- potential contaminants associated with those uses
- a conceptual model of the site indicating sources, pathways and receptors
- potentially unacceptable risks arising from contamination at the site

and unless otherwise agreed in writing by the Local Planning Authority,

b) A site investigation scheme, based on (a) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site;

and, unless otherwise agreed in writing by the Local Planning Authority,

c) Based on the site investigation results and the detailed risk assessment (b) an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

Reason: To ensure that the risks from land contamination to the future users of the land are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors, to accord with the aims of District Plan Policy DP26.

10. Prior to the completion of the development hereby permitted, a verification report prepared by a competent person shall be submitted to and approved in writing by the Local Planning Authority. The report shall demonstrate that any remediation scheme required and approved has been implemented in full and in accordance with the approved details (unless otherwise agreed in writing by the Local Planning Authority). Any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action shall be identified within the report, and thereafter maintained.

Reason: To ensure that the risks from land contamination to the future users of the land are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors and to accord with the aims of District Plan Policy DP26.

11. If during construction, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing by the LPA), shall be

carried out until a method statement identifying, assessing the risk and proposing remediation measures, together with a programme, shall be submitted to and approved in writing by the LPA. The remediation measures shall be carried out as approved and in accordance with the approved programme. If no unexpected contamination is encountered during development works, on completion of works and prior to occupation a letter confirming this should be submitted to the LPA. If unexpected contamination is encountered during development works, on completion of works and prior to occupation, the agreed information, results of investigation and details of any remediation undertaken will be produced to the satisfaction of and approved in writing by the Local Planning Authority.

Reason: To ensure that the risks from land contamination to the future users of the accommodation are minimised, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors and to accord with the aims of District Plan Policy DP26.

12. The development shall be carried out to include all of the flood mitigation measures set out within the Flood Risk Assessment (by Gould Baxter, May 2025, Revision A).

Reason: To ensure that the risks from flooding to the future users of the accommodation are minimised to accord with the aims of District Plan Policy DP41.

Biodiversity Net Gain

1. This permission is considered to be one which **will not require the approval of a biodiversity gain plan before development is begun** because it is considered that one of the statutory exemptions or transitional arrangements is considered to apply.

Please see the information contained within the notes to applicants/agents set out below.

Informatives

1. Your attention is drawn to the requirements of the Environmental Protection Act 1990 with regard to your duty of care not to cause the neighbours of the site a nuisance.

Accordingly, you are requested that:

- Hours of construction/demolition on site are restricted only to: Mondays to Fridays 0800 - 1800 hrs, Saturdays 0900 - 1300 hrs, No construction/demolition work on Sundays or Public Holidays.
- Measures shall be implemented to prevent dust generated on site from crossing the site boundary during the demolition/construction phase of the development.
- No burning of materials shall take place on site at any time.

If you require any further information on these issues, please contact Environmental Protection on 01444 477292.

2. In accordance with Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015, the Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable

amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

3. Certain species of animals are protected under the Wildlife and Countryside Act 1981 (as amended) and the Conservation of Habitats and Species Regulations 2017 (as amended). It is an offence to damage or destroy a breeding site or resting place of a European Protected Species even when they are not present or deliberately disturb any such animal.

As it has been identified that bats are likely to be impacted during works to the listed building, the LPA is obliged to advise that mitigation measures are finalised and/or the works are adjusted to reduce potential impacts to these animals during the construction phase. Mitigation measures to limit the harm to protected species **MUST** be in place prior to the commencement of any of the works subject to this consent. This is to ensure the conservation of protected and Priority species under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s40 of the NERC Act 2006 (as amended).

Failure to discharge this obligation may give rise to a criminal offence.

With evidence of the presence of bats in the listed building, works **MUST NOT**, under any circumstances, commence until such time as the landowner, relevant companies, individuals and/or employing organisations have secured either:

- a licence issued by Natural England pursuant to Regulation 55 of The Conservation of Habitats and Species Regulations 2017 (as amended) authorising the specified activity/development to go ahead; or
- evidence of site registration supplied by an individual registered to use a Bat Mitigation Class Licence; or
- a statement in writing from the Natural England to the effect that it does not consider that the specified activity/development will require a licence.

This is to conserve protected species under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s17 Crime & Disorder Act 1998.

The penalty for breaches of the above legislative requirements by companies, individuals and/or the employing organisations an unlimited fine per incident and/or a 6-month custodial sentence. As the Courts will decide whether the offence could reasonably have been avoided, assessment for the potential disturbance of protected species is essential before work is carried out.

Human Rights Implications

The planning application has been considered in light of statute and case law and any interference with an individual's human rights is considered to be proportionate to the aims sought to be realised.

Plans Referred to in Consideration of this Application

The following plans and documents were considered when making the above decision:

Plan Type	Reference	Version	Submitted Date
Other	Upgrade details as Proposed	PL.12 Rev A	15.12.2025

Other	Internal Details as Proposed	PL11 Rev A	22.10.2025
Design and Access Statement			14.08.2025
Planning Statement	Floor Insulation		10.10.2025
Other	Archaeological Interpretive Survey		25.05.2025
Heritage Statement			25.05.2025
Flood Risk Assessment			22.05.2025
Other	Preliminary Contamination Risk Assessment		06.05.2025
Survey	Bat Survey Report		06.05.2025
Location and Block Plan	PL.01		06.05.2025
Proposed Floor and Elevations Plan	PL.10	Rev B	22.10.2025
Existing Floor Plans	24212-B	1 of 1	06.05.2025
Existing Elevations	24212-E	1 of 1	06.05.2025



Ann Biggs
Assistant Director Planning and Sustainable Economy

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APPEALS TO THE SECRETARY OF STATE

Notes for Applicants

If you are aggrieved by the decision of your Local Planning Authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990.

If you want to appeal against your local planning authority's decision then you must do so within 6 months (8 weeks in the case of advertisements, 12 weeks in the case of householder or minor commercial development) of the date of this notice *(see exceptions below)

Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on Tel: 0303 444 5000.

The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before submitting the appeal. Further details are on GOV.uk.

- * If this decision relates to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against your local planning authority's decision on your application, then you must do so within 28 days of the date of this notice.*
- * If an enforcement notice is served relating to the same or substantially the same land and development as in your application and if you want to appeal against your local planning authority's decision on your application, then you must do so within: 28 days of the date of service of the enforcement notice, or within 6 months (12 weeks in the case of a householder appeal) of the date of this notice, whichever period expires earlier.*

Biodiversity Net Gain

The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for the development of land in England is deemed to have been granted subject to the condition "(the biodiversity gain condition)" that development may not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission would be Mid Sussex District Council.

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply.

Statutory exemptions and transitional arrangements in respect of the biodiversity gain condition that apply in this instance

Development which is subject to a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

A “householder application” means an application for planning permission for development for an existing dwellinghouse, or development within a curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application to change the number of dwellings in a building.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

The Biodiversity Gain Plan must include, in addition to information about steps taken or to be taken to minimise any adverse effect of the development on the habitat, information on arrangements for compensation for any impact the development has on the biodiversity of the irreplaceable habitat.

The planning authority can only approve a Biodiversity Gain Plan if satisfied that the adverse effect of the development on the biodiversity of the irreplaceable habitat is minimised and appropriate arrangements have been made for the purpose of compensating for any impact which do not include the use of biodiversity credits.

The effect of section 73D of the Town and Country Planning Act 1990

If planning permission is granted on an application made under section 73 of the Town and Country Planning Act 1990 (application to develop land without compliance with conditions previously attached) and a Biodiversity Gain Plan was approved in relation to the previous planning permission (“the earlier Biodiversity Gain Plan”) there are circumstances when the earlier Biodiversity Gain Plan is regarded as approved for the purpose of discharging the biodiversity gain condition subject to which the section 73 planning permission is granted.

Those circumstances are that the conditions subject to which the section 73 permission is granted:

- i) do not affect the post-development value of the onsite habitat as specified in the earlier Biodiversity Gain Plan, and
- ii) in the case of planning permission for a development where all or any part of the onsite habitat is irreplaceable habitat the conditions do not change the effect of the development on the biodiversity of that onsite habitat (including any arrangements made to compensate for any such effect) as specified in the earlier Biodiversity Gain Plan.

The effect of Paragraph 19 of Schedule 7A to the Town and Country Planning Act 1990

If the permission which has been granted has the effect of requiring or permitting the development to proceed in phases, the modifications in respect of the biodiversity gain condition which are set out in Part 2 of the Biodiversity Gain (Town and Country Planning) (Modifications and Amendments) (England) Regulations 2024 apply.

In summary: Biodiversity gain plans are required to be submitted to, and approved by, the planning authority before development may be begun (the overall plan), and before each phase of development may be begun (phase plans).

Purchase Notices

If either the Local Planning Authority or Secretary of States refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances the owner may serve a purchase notice on the District Council. This notice will require the Council to purchase their interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.