

From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 09 January 2026 14:48:01 UTC+00:00
To: "Andy Watt" <Andy.Watt@midsussex.gov.uk>
Subject: RE: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy

Further to my previous comments on the above applications confirming that the revised proposal is now acceptable in terms of its impact on the special interest of the listed building and curtilage listed barn please find below a list of suggested 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:
 - - new windows and glazing.
 - - new internal and external doors.
 - - typical fascia/eaves detail to the extension
 - - rooflights to the extension.
- New rainwater goods and other external pipework to be of painted metal.

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>



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From: Emily Wade
Sent: 05 December 2025 09:12
To: Andy Watt <Andy.Watt@midsussex.gov.uk>
Subject: RE: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy

In my opinion these revised plans are acceptable, subject to detail which could be reserved by condition.

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.

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Emily Wade Ma MSc
Conservation Officer
Planning Services
Tel: +44 (0)1444 477385
emily.wade@midsussex.gov.uk <http://www.midsussex.gov.uk>



From: catherine@resi.co.uk <planning@resi.co.uk>
Sent: 18 November 2025 09:57
To: Andy Watt <andy.watt@midsussex.gov.uk>; Emily Wade <emily.wade@midsussex.gov.uk>
Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy, Emily,

I hope you're both well. Please see attached for the updated drawings and the details that were required.

The client has chosen to retain the brick floor at the front of the barn, only covering it over at the rear, which will be a floating timber floor.

Please do let me know if you need anything further.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant



0203 966 0750



resi.co.uk



Catherine@resi.co.uk



We are rated 4.6 out of 5



★ Trustpilot



On October 15, 2025 at 12:05 PM GMT+1 planning@resi.co.uk wrote:

Hi Andy,

Thats fine, thank you. I look forward to getting this signed off!

Best wishes,

Catherine Warburton (she/her)

Planning Consultant



0203 966 0750



resi.co.uk



Catherine@resi.co.uk



We are rated 4.6 out of 5



★ Trustpilot



On October 15, 2025 at 11:01 AM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Thank you for this. The consultation period is usually 3 weeks, and as I will be on leave between 14 and 24 November, I doubt I will be in a position to determine the application before I go away, so the 28th November is a realistic timeframe for both my and Emily's workloads at present.

I look forward to receiving the amended plans shortly.

Kind regards

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 13 October 2025 17:39

To: Andy Watt <andy.watt@midsussex.gov.uk>; Emily Wade <emily.wade@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy,

The 28th November should be fine. If we get drawings to you quicker, or if you and Emily have more capacity, will the decision be returned quicker?

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On October 13, 2025 at 10:59 AM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Thank you for this. Could you please agree an extension of time to determine the application until Friday 28 November 2025? This is to account for you submitting amended plans, Emily to assess and for me to write up the report (with a period of annual leave in mid-November).

Many thanks

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

Working together for a Better Mid Sussex

From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 13 October 2025 09:38

To: Emily Wade <emily.wade@midsussex.gov.uk>; Andy Watt
<andy.watt@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Emily, Andy,

That is fantastic, thank you for confirming. I'm so glad we've been able to get to an acceptable place. I will have updated drawings to you, including the details for the barn, by next week.

Andy, once those have been received, will you be in a position to agree an EoT?

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On October 8, 2025 at 4:48 PM GMT+1 emily.wade@midsussex.gov.uk wrote:

Dear Catherine

Thank you for your email and my apologies for the delay in reply.

I can confirm that the revised plans are in line with what I was hoping to see, being a lightweight construction which allows clear views through to the retained original structure of the cottage. In terms of a formal submission, I would suggest that the

detail is fully considered to ensure that this is as simple and elegant as possible, including the consistency of the proportions and finish of the framing to the glazing, and the depth and form of the fascia. Subject to these final refinements, it is my opinion that the proposal can be supported in terms of its impact on the special interest of the listed building.

Kind regards,

Emily Wade

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: catherine@resi.co.uk <planning@resi.co.uk>
Sent: 08 October 2025 16:15
To: Emily Wade <emily.wade@midsussex.gov.uk>; Andy Watt
<andy.watt@midsussex.gov.uk>
Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Emily, Andy,

I'm following up on the above; if you could confirm that the proposed kitchen extension is in line with your thoughts, and that no further changes are required, I can get the other details through to you.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

resi.co.uk

Catherine@resi.co.uk

On September 25, 2025 at 4:01 PM GMT+1 planning@resi.co.uk wrote:

Hi Emily, Andy,

I hope you're both well. I believe we have reached a design that suits both you and the client; please see attached. We have increased the glazing for a very light weight structure, framed in timber. We have thinned the facia and lowered the eaves slightly so they sit inline with the original eaves. I am aware that you require some detail drawings from us also, however, I just wanted to ensure that the above was acceptable before having those drawings done, just to ensure there wasn't any changes which may impact those drawings.

Please do let me know your thoughts.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

resi.co.uk

Catherine@resi.co.uk

On September 19, 2025 at 11:57 AM GMT+1 planning@resi.co.uk wrote:

Hi Emily,

Hope you enjoyed your time away. Thank you for the feedback; Drawings will be updated accordingly and sent over to you and Andrew next week.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

resi.co.uk

Catherine@resi.co.uk

On September 12, 2025 at 2:29 PM GMT+1 emily.wade@midsussex.gov.uk wrote:

Hi Catherine

Thank you for your emails and my apologies for the delay in response which is due to a further period of leave at the end of August.

Our advice has been consistent since pre-application stage that a light-weight addition would be the best approach to the context at Rowfant Mill Cottage- as I noted in my last response, this can sometimes be an acceptable solution where a more conventional build would not be regarded as sympathetic. You provided a suggested precedent image on 22nd July for a substantially glazed addition to a thatched cottage, to which we provided a positive response, as inspiration for what could work here, however the revised drawings that we have seen do not reflect this approach. I appreciate your point regarding the kitchen units, however it may be that the internal planning of the cottage requires reconsideration in terms of the number and/or position of these units if they are the stumbling block to achieving an appropriate elevational treatment to the proposed rear addition. I would recommend that you revisit the scheme to consider full height glazing to all three elevations of the addition, and to replan the internal configuration of the kitchen/dining area (in terms of the fitted furniture) accordingly.

I hope this is helpful,

Kind regards,

Emily Wade

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Submit your planning application online.

<http://www.planningportal.gov.uk>

Emily Wade Ma MSc

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emily.wade@midsussex.gov.uk <http://www.midsussex.gov.uk>



From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 22 August 2025 15:13

To: Emily Wade <emily.wade@midsussex.gov.uk>; Andy Watt
<andy.watt@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Emily,

I hope you enjoyed your leave. Thank you for the feedback.

I can discuss a more lightweight treatment, such as timber pillars rather than brick, however, my concern with how lightweight you want this to be is that it is a kitchen extension. It quite a small extension on a small cottage and we need to maximise useable space - If we replace the brick on the rear facade with glazing we will need to have fewer cabinets/ a shorter worktop so it doesnt meet the glazing. I also think the ends of the workshops hidden behind the brick will look neater than being visible through glazing. The current markup draws on the stables for inspiration; with the brick and glazed doors both to the same elevation there will be cohesiveness across the site.

If the only solution is to extend the glazing to full height, please let me know.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

resi.co.uk

Catherine@resi.co.uk

On August 21, 2025 at 9:41 AM GMT+1 emily.wade@midsussex.gov.uk wrote:

Dear Catherine

Thank you for your email, and my apologies for the delay in getting back to you, which has been caused by pressure of other work and a period of leave.

The marked-up elevation which you have provided is in my opinion a step in the right direction in terms of the reduction in the depth of the fascia, increase in the amount of glazing, and introduction of vertical emphasis to the fenestration.

However, based on your previous email of 22nd July and our response to this (i.e. a positive response to the first image of a 'glass box' style extension) I was expecting a lighter-weight treatment with full height glazing to all elevations? This would be the most appropriate response to the context and one which we have supported elsewhere in similar contexts, where a conventional extension is difficult to accommodate. This is also consistent with the advice previously offered by us regarding the proposal.

In summary although I am optimistic that the proposal is moving in the right direction, further amendments are required to ensure that the special interest of the building is preserved, meeting the requirements of District Plan Policy DP34 and the relevant paragraphs of the NPPF.

Kind regards,

Emily Wade

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Emily Wade MA MSc

Conservation Officer

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Tel: +44 (0)1444 477385

emily.wade@midsussex.gov.uk <http://www.midsussex.gov.uk>



From: catherine@resi.co.uk <planning@resi.co.uk>
Sent: 30 July 2025 11:26
To: Andy Watt <andy.watt@midsussex.gov.uk>; Emily Wade <emily.wade@midsussex.gov.uk>
Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy, Emily,

Following on from the earlier feedback, I have discussed with the designer and have attached the following markup. We have reduced the height (although retained the flat roof), thinned the fascia, and increased the glazing on the rear facade. The glazing proportions match those of the original windows and will be timber framed. We have retained some brick to the rear, however I do think it draws on the original cottage.

Let me know what you think and I can send over the amended drawings.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

resi.co.uk

Catherine@resi.co.uk

On July 22, 2025 at 5:28 PM GMT+1 planning@resi.co.uk wrote:

Hi Andy,

Thank you for the response from Emily. Super helpful and I think points us in a very clear direction. Happy to agree to the EoT to the 29th August.

Noted regarding your leave. I will be on leave from September 3rd for my wedding so if we extend the deadline further my colleague, Danielle, will pick it up in my absence.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966 0750

[resi.co.uk](https://www.resi.co.uk)

Catherine@resi.co.uk

On July 22, 2025 at 3:48 PM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Please see comments from Emily Wade below. I would be grateful if you could respond to these points as soon as possible and therefore please agree an interim extension of time to determine the applications until Friday 29 August. Please note I am on leave all next week.

Many thanks

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

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From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 22 July 2025 15:21
To: Andy Watt <Andy.Watt@midsussex.gov.uk>
Subject: RE: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy

Thanks for this-

- Yes, the works to the barn are OK subject to detail by condition.
- Yes, I did have something more like the first image in mind. My comments about the fenestration refer to the proportions/vertical emphasis. If we are having a contemporary addition, I would not expect the windows to exactly match those to the house (ref. the point on the leading), but they should be respectful of the existing fenestration in these respects.

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: Andy Watt <andy.watt@midsussex.gov.uk>
Sent: 22 July 2025 15:10
To: Emily Wade <Emily.Wade@midsussex.gov.uk>
Subject: FW: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Emily

Can you please advise briefly on the comments below.

Thank you

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

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andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 22 July 2025 14:06

To: Andy Watt <andy.watt@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy,

Thank you for the email and the feedback from Emily. I've just called you to discuss the requested amendments, but went to voicemail. We would prefer to make amendments, rather than the refusal.

Just to be clear, Emily is happy with the changes to the barn and the other internal changes, it's really just the facade of the kitchen extension which is an issue?

I'm also slightly perplexed by her request that the glazing is increased, yet stays proportional to the existing windows as this seems slightly contradictory (thank you for clarifying that leaded lights aren't required).

Is she envisioning something more like an orangery or something quite contemporary

- examples below. 



Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

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Catherine@resi.co.uk

On July 21, 2025 at 2:49 PM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Please see below comments from Emily Wade. This is still nowhere near acceptable and therefore would be recommended for refusal. I would suggest that you either go back to the advice set out at pre-application stage or that

we proceed to refuse the applications. Could you please advise how you wish to go on this.

Kind regards

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 21 July 2025 08:35
To: Andy Watt <Andy.Watt@midsussex.gov.uk>
Subject: RE: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy

Thanks for this and apologies for the delay in reply. I am afraid that in my opinion the proposed revisions to the scheme do not meet my concerns regarding the unsympathetic design of the proposed extension, and its poor visual relationship with the host building. This requires a more fundamental reconsideration than the revised plans, which do not appear to reference the existing house in form or design, indicate. As previously suggests, a lighter weight treatment would be preferable – i.e. a largely glazed addition, with appropriately proportioned and detailed fenestration, which would better reveal the historic building and could reference the proportions of the existing

windows to the house, although I would not suggest that the inclusion of leading is necessary.

As it stands the proposal remains contrary to the requirements of District Plan Policy DP34. In terms of the NPPF, the harm caused would be less than substantial, such that the balancing exercise set out in paragraph 215 would apply.

Thanks,

Emily

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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: Andy Watt <andy.watt@midsussex.gov.uk>
Sent: 03 July 2025 16:12
To: Emily Wade <Emily.Wade@midsussex.gov.uk>
Subject: FW: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Emily

Are you able to provide some guidance on the information below, pending submission of amended plans?

Thank you

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: catherine@resi.co.uk <planning@resi.co.uk>
Sent: 03 July 2025 15:43
To: Andy Watt <andy.watt@midsussex.gov.uk>
Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy,

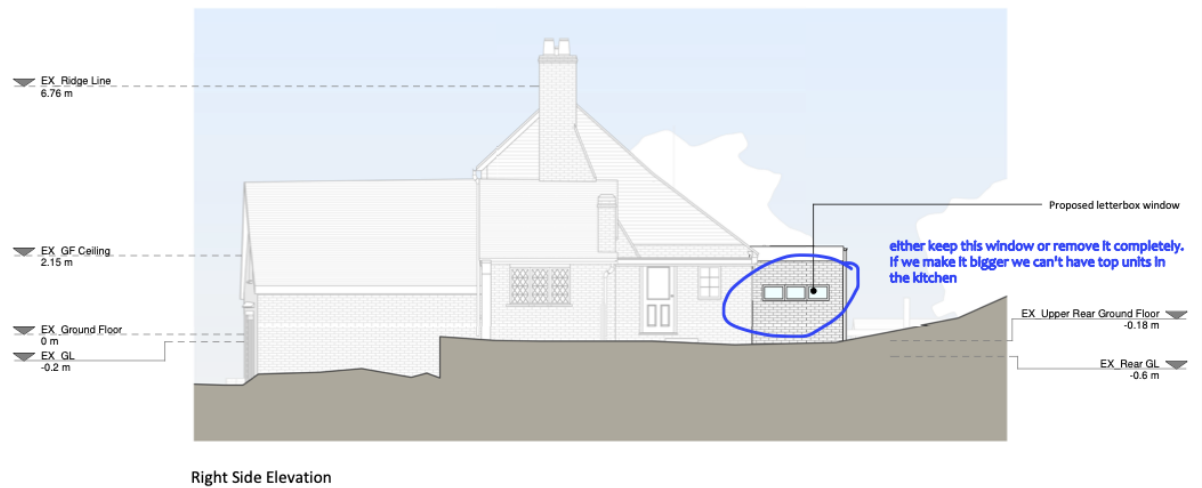
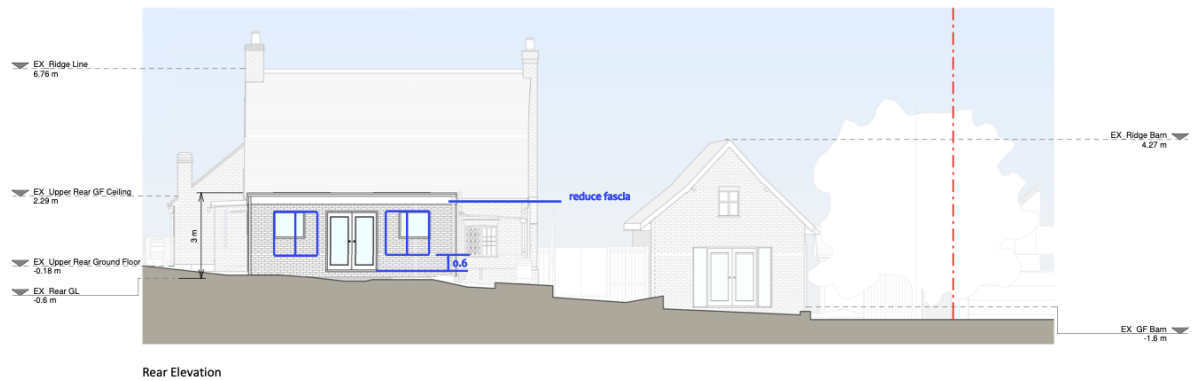
I hope you're well. I've just tried to call but went through to voicemail.

I have discussed the proposed amendments, as per Emily's comments, with the client and design team. We're happy to make amendments, but are just looking for a bit of guidance and clarity.

For the height of the kitchen extension, I don't think it will be feasible to drop below the eaves of the existing cat slide roof. I appreciate that by meeting the eaves, the detail isn't visible, but it does create a neat line and finish of the roof. If we drop below the eaves, the kitchen will be unusable; it is currently proposed to be 2.3m internally, which is already the minimum preferred by building regs.

We will make the fascia thinner.

I have provided a couple of mark ups below, in reference to Emily's notes about the fenestration; could you advise whether this is more in line with what you would find acceptable? In terms of matching the fenestration, I assume Emily wants leaded lights to match the existing, with the brick lintel visible, however I fear that this would look pastiche and awkward if we attempt to match the new modern extension to the existing property windows. I propose that we remove the side window completely.



Please could you advise whether the above is more inline and you would find it acceptable? I can send amended drawings to you, then.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 30, 2025 at 11:36 AM GMT+1 planning@resi.co.uk wrote:

Hi Andy,

I hope you're well and enjoyed your leave. I appreciate that you are likely still catching up, but I was wondering if you would have time this week to discuss the changes required before we submit amended drawings? I'm particularly keen to discuss the windows and the roof detail where we meet the eaves of the existing property.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 20, 2025 at 4:01 PM GMT+1 planning@resi.co.uk wrote:

Hi Andy,

Thats absolutely fine, look forward to hearing from Emily. Enjoy your leave.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 20, 2025 at 3:00 PM GMT+1 andy.watt@midsussex.gov.uk
wrote:

Dear Catherine

Thank you for this email and the Heritage Statement. Apologies for the short delay in getting back to you as I was in a hearing on Wednesday and catching up. As I am on leave next week, I have asked Emily Wade to contact you direct if she requires detailed sections of the house, so if you don't hear back, assume not.

Kind regards

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 18 June 2025 15:30

To: Andy Watt <andy.watt@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy,

Thats great, thank you.

I have chased the heritage consultant for the in-depth heritage report and have discussed the proposed changes with the designer. As such, we will reduce the fascia depth and increase the size of the windows to the rear. I don't think we can drop under the eaves of the cat-slide roof as it will create a completely unusable space; we are already proposing an incredibly low ceiling height to the kitchen.

I will ask the building regulations team for updated detail drawings of the barn. Do you need detailed sections of the house too?

On the note of pipe runs, the bath is going to be on a raised platform, so the pipes wont run through any existing material.

Hope the above is all suitable.

Can agree to August, however, would be keen to have the decision issued earlier depending on our turnaround for drawings.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 17, 2025 at 3:56 PM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Thank you for this. I am happy to accept amendments, provided you can agree an extension of time in advance - this will depend how long it will take to submit the additional information and then allowing for a 3-4 week consultation period with our Conservation Officer. Shall we therefore say 8 weeks from now (Tuesday 12 August) if you could agree that?

Kind regards

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: catherine@resi.co.uk <planning@resi.co.uk>

Sent: 17 June 2025 14:50

To: Andy Watt <andy.watt@midsussex.gov.uk>

Subject: Re: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy,

Apologies for the delayed response; I have been waiting to discuss with the designer. The feedback was very comprehensive, which is great.

We're happy to make amendments, if you would be happy to receive them. Please can you let me know when you expect to see these by? It may take us a little time to pull together an updated Heritage statement and the details required for the barn.

Best wishes,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 6, 2025 at 2:49 PM GMT+1 planning@resi.co.uk wrote:

Hi Andy,

Thank you for sending through the comments from conservation. It's positive that Emily thinks the scheme is generally acceptable, bar the amendments that she has asked for.

I will discuss the above with the designer on Monday and get back to you next week on how we wish to proceed.

Have a lovely weekend,

Catherine Warburton (she/her)

Planning Consultant

0203 966

0750

resi.co.uk

Catherine@resi.co.uk

On June 6, 2025 at 11:31 AM GMT+1 andy.watt@midsussex.gov.uk wrote:

Dear Catherine

Please see below the Conservation Officer's comments. I would be grateful for your response to address these concerns at your earliest convenience. I am happy to agree a suitable extension of time to allow you to amend / update the scheme and to re-consult. At present, I will not be able to recommend the scheme for approval.

I look forward to hearing back from you shortly how you wish to proceed and a likely timeframe.

Kind regards

Andy Watt, BSc (Hons), MTPL, MRTPI

Senior Planning Officer

Development Management

01444 477517

andy.watt@midsussex.gov.uk

www.midsussex.gov.uk

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From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 06 June 2025 10:06
To: Andy Watt <Andy.Watt@midsussex.gov.uk>
Subject: RE: Rowfant Mill Cottage DM/25/0294 and 0295

Hi Andy

Comments on the above planning and listed building consent applications. My apologies for the delay in getting these to you, which has been caused by pressure of other work.

The application site Rowfant Mill Cottage is a Grade II listed building dating, from the list description, from the 18th century, with extensions dating from the 19th and 20th centuries. The Cottage is part of a group with Rowfant Mill, an 18th century water mill located just to the south west which is also Grade II listed. The mill pond, weir and stream survive adjacent to the buildings. The mill group are located in a rural position outside Crawley Down.

Whilst we do not have a detailed heritage statement based on a historic building survey in front of us, the original form of the Cottage appears to have been of a two storey, one room deep building, with a rear outshot under a catslide roof which contained the stairs to the first floor and to a cellar. The building was extended during the later 19th century by an addition to the north eastern elevation under a lean-to roof, with further additions during the 20th century of a flat roofed kitchen extension to the northern corner of the building, and a porch and conservatory to the rear.

There is an outbuilding in the rear garden of the Cottage which appears to date from the 19th or early 20th century, with an attached, slightly later, external WC. Although this building is currently in a poor condition, it contributes to the narrative of the site and in my opinion contributes positively to the setting of the listed building. It would be regarded as curtilage listed.

A further, larger outbuilding referred to as the barn is located to the south west of the house. This also appears to date from the late 19th century, and although its use is not entirely clear the surviving historic brick flooring which includes a drain suggests stabling of some kind, possibly with a hay loft over. Whilst it is also unclear whether the use of the building was associated more with the Mill or the Cottage (or indeed both if these were as I would suspect part of the functional whole), it would be regarded as curtilage listed. It contributes positively to the setting of the Cottage, and of the Mill.

There is also a well within the rear garden of the Cottage, between the house and the above mentioned outbuilding and WC. At present we have no information on the date or level of interest of this structure, but it is presumed to be of some age. As for the outbuilding, its presence and continuing legibility are likely to contribute positively to the narrative of the site and the special interest of the Cottage.

The current proposal follows on from pre-application advice, and is for a variety of works to the house and to the larger outbuilding. These include:

- Demolition of the existing rear conservatory and porch additions to the house and construction of a flat-roofed addition;
- Associated alterations to openings to the rear and side of the building;
- Internally, blocking of an existing doorway at ground floor, and installation of a bath on a raised platform within the existing bathroom at first floor;
- Conversion of the barn to create a playroom with shower room and mezzanine, with associated internal and external alterations.

Firstly, I would note that this application lacks an appropriately detailed heritage statement, which is unfortunate particularly on the back of the advice given at pre-application. The brief statement submitted, which is part of the DAS, is not adequately detailed and contains, for example, no proper analysis of the impact of the proposal on this historic plan form and fabric of the house or barn (bearing in mind that the barn is curtilage listed). This lack of a proper analysis of the special interest of the existing structures may be one reason why aspects of the current proposal are unsympathetic or lacking detail (see below). I would recommend that this is addressed with the assistance of an appropriately qualified and experienced historic building professional, ideally an architect with experience of conservation work who could also assist with the suggested revisions to the scheme.

To consider the proposed works in turn:

- As established at pre-application stage, the existing rear conservatory and porch are modern structures which are not of special interest, and their removal and sympathetic replacement is not considered contentious in principle.

At this stage, it was advised that given the modest footprint of the original building, any substantial addition would be likely to prove overbearing in its relationship of scale to the historic core of the Cottage, particularly bearing in mind the existing 20th century kitchen addition which it is proposed to retain. In response to this advice, the depth and width of the proposed replacement extension have been reduced, which also ensures the retention of the well externally to the building. On balance, given the existing additions to the rear, the footprint of the proposed addition as submitted is considered acceptable.

The flat roofed form of the extension is also not, in this context, considered inappropriate, in that it reduces the impact on the characteristic cat-slide roof to the rear of the Cottage, although I would suggest (repeating advice given at pre-application stage) that the height of the extension should be set down so that the flat roof sits below the level of the existing eaves.

The detailed design of the proposed extension is also contentious, and requires significant amendment. As shown, the unsympathetic design of the addition, including the form and proportions of the fenestration and the heavy fascia board, fails to relate appropriately to the context and detracts from the appearance of the building. It was suggested at pre-application stage that a light weight, substantially glazed treatment would be the preferred approach, to minimise the apparent bulk of the addition and to allow the original form of the building to be better revealed. The form and proportions of the fenestration, and choice of materials, should reflect the architectural character of the existing building and the rural context.

- In conjunction with this, the impact on the existing historic fabric and openings to the rear of the building should be reconsidered, to ensure that fabric and features of interest are retained (if internalised). With a

lighter weight elevational treatment, this would also aid in allowing the historic form of the building to continue to be appreciated, even in external views. The above mentioned more detailed analysis of the significance of the existing building, including its fabric and features, should feed into the revised scheme in this respect.

- The proposed internal alterations at ground and first floor are relatively minor, and are not considered contentious subject to detail, including of any new or altered pipe runs associated with the new bath, which should not cut through or otherwise damage historic fabric, including flooring and joists. Further detail of this aspect could usefully be included with a revised scheme.
- It is proposed to convert the barn outbuilding to provide ancillary residential accommodation. There would not be any in principle objection to the conversion, which has the potential to provide a beneficial long term use for the building, but as noted at pre-application stage this would be subject to detail, including how the building would be insulated without undue adverse impact on the internal character and fabric of the building. I would prefer to see detailed drawings of the proposal to insulate walls, floor and ceiling at this point, as it will be fundamental to the acceptability of the scheme that this can be achieved without undue impact on the building's character. This was a point also raised at pre-application stage.

This would include the impact on the surviving stable flooring, which contributes positively to the narrative of the building and should be retained, ideally exposed to view- the proposed plans suggest the flooring is to be retained but covered, but no detail has been given. We would need to see detailed drawings, including sections, to show the proposed floating floor.

The proposed conversion includes other internal and external works, comprising the installation of partitioning and a mezzanine internally, and alterations to the fenestration externally including creation of a new opening to the rear elevation to accommodate French windows with side lights, and blocking of an existing doorway to the south western elevation. In general, these works are not considered contentious, subject to detail, however I would suggest that the existing side door which it is proposed to infill should instead be retained fixed shut and covered over internally. This advice was given at pre-application stage, but is not reflected in the proposed plans now before us, which

therefore require amendment. I would also like to see existing and proposed sectional drawings to show the mezzanine and stairs.

Given the contents of the structural report it would also be useful to have a commentary on how the construction of the mezzanine and stairs, and introduction of insulation to walls and roof, will be accomplished without placing additional structural loading on the brick walls of the building (ref. 4.2.6).

In summary, although the principle of the works is generally acceptable, amendments and further information are required to ensure that the special interest of the Cottage, and the setting and significance of the adjacent Mill, are preserved, and that the proposal meets the requirements of District Plan Policy DP34 and the relevant paragraphs of the NPPF.

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>

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