

Recommendation Report for Planning Permission for Works or Extension to a Dwelling

REF NO: A/150/25/HH

LOCATION: The Vestry Cottage
Arundel Road
Angmering
BN16 4JS

PROPOSAL: Refurbishment and repair of the existing cottage with a new single storey lean-to structure and air source heat pump. (This application may affect the character and appearance of the Angmering Conservation Area).

SITE AND SURROUNDINGS

DESCRIPTION OF APPLICATION	As above.
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RELEVANT SITE HISTORY

A/151/25/L	Listed building consent for refurbishment and repair with a new single storey lean-to structure and air source heat pump.
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REPRESENTATIONS

Angmering Parish Council (APC) - No objection on the basis that APC supports the comment by the Arun Conservation Advisory Panel regarding the introduction of vertical glazing bars.

Arun Conservation Area Advisory Panel - No objection, however, given the historic importance of the building, the panel would like consideration that rather than replace the larger of the kitchen windows with a single double-glazed pane it would be more in keeping to introduce one or two vertical glazing bars to be more sympathetic with the glazing pattern in the remainder of the elevation.

No representations received from nearby occupiers.

CONSULTATIONS

CONSULTATION RESPONSES RECEIVED:

CONSERVATION OFFICER

The Vestry Cottage is a two-storey mid-C19 cottage designed by the notable architect S.S.Teulon. The building has knapped flint, complemented by red brick dressings and quoins with grey headers. It has a half-hipped tiled roof, two decorative chimneys and traditional casement windows. A distinctive corbelled bay window is located on the first floor, adding architectural interest to the otherwise modest facade. It is attached to the Vestry Hall, which is also a listed building. It also forms a group with the Vestry Hall, Lych

REPORT_1011(ODB)

Gate and the parish Church. It derives its significance from its architectural and historical interest.

The property is located within the Angmering Conservation Area, which encompasses the historic core of the village. Originally a rural settlement surrounded by open fields, Angmering has retained much of its historic character despite later development. The conservation area's special interest derives from its concentration of historic buildings - many dating from the 16th to 19th centuries, its largely intact street pattern, and the consistent use of traditional materials such as flint, brick, and clay tile. These elements contribute to both its architectural and historic significance and its visual cohesion.

The village's historic layout remains clearly legible, with High Street and Arundel Road converging at the village square, close to the parish church and village green. This area reflects Angmering's gradual development and distinctive character.

The Proposal

The proposal is for refurbishment and repair with a new lean-to structure and air source heat pump.

External Works

External interventions are limited to sympathetic like-for-like repairs, re-pointing, and the addition of a small softwood lean-to structure to house a new air source heat pump.

The contemporary design of the lean-to is clearly distinguishable as a modern addition, yet sympathetic in scale and materiality, ensuring minimal impact on the building's character and setting. The use of natural Welsh slate, cast iron rainwater goods, and horizontal louvred cladding is appropriate and visually restrained. Both the lean-to and the air source heat pump are located to the rear of the property and are not visible from the principal elevations or public areas within the conservation area. This element is therefore considered acceptable.

The proposed like-for-like repairs are also acceptable and will help retain as much of the historic fabric as possible. Any works of repointing should be undertaken using hand tools and the mortar should match the existing.

Overall, the approaches identified appear appropriate and sensitive to the building's significance

Window Replacement

The replacement of a recent window's opening light with a slimline double-glazed unit relates to a modern window. While the use of slimmer heritage-style double glazing is acceptable in this instance, it is somewhat regrettable that the overall design of the window is not being improved. The introduction of integral glazing bars would be a positive enhancement, helping the window better reflect the design and appearance of the neighbouring kitchen window.

Internal Works and Energy Efficiency

Internally, the proposals seek to address persistent damp issues through the removal of modern cement render, to be replaced with a breathable lime-based system. This approach is appropriate and aligns with good practice for historic buildings.

The proposed energy efficiency upgrades, including secondary glazing and breathable insulation, appear to be sensitively integrated. This is a more compatible solution for historic fabric and reflects a thoughtful balance between conservation and sustainability. Provided that the proposed insulation, plaster, and membrane system (such as the Newton membrane) is genuinely breathable and suitable for use in historic buildings, the approach would be considered acceptable.

Conclusion

The application is considered to not cause harm to the significance of the heritage assets or setting. As a consequence, it should be determined in accordance with the relevant policies within the Development Plan, along with these comments. You will also need to take into account the contents of section 66 & 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended).

ENVIRONMENTAL HEALTH - No objection.

POLICY CONTEXT

Built Up Boundary Area.

Within an area with potentially high ground water.

TPO/A/1/10.

Grade II Listed Building.

Angmering Conservation Area.

Assets of Community Value.

Archaeological Notification Areas.

DEVELOPMENT PLAN POLICIES

[Arun Local Plan 2011 - 2031:](#)

DDM1	D DM1 Aspects of form and design quality
DDM4	D DM4 Extensions and alter to exist builds (res and non-res)
HERDM1	HER DM1 Listed Buildings
HERDM3	HER DM3 Conservation Areas
HERSP1	HER SP1 The Historic Environment
QEDM1	QE DM1 Noise Pollution

[Angmering Neighbourhood Plan 2014 POLICY EH1](#) Development in the Conservation Area

Angmering Neighbourhood Plan 2014 POLICY HD4 Materials

PLANNING POLICY GUIDANCE:

NPPF	National Planning Policy Framework
NPPG	National Planning Practice Guidance

SUPPLEMENTARY POLICY GUIDANCE:

SPD13	Arun District Design Guide (SPD) January 2021
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CONCLUSIONS

DESIGN AND VISUAL AMENITY

The site is a Grade II Listed Building located at The Vestry Cottage, Arundel Road. This application seeks planning permission for the refurbishment and repair of the existing cottage fenestration, external wall, and porch, with a new single storey lean-to structure and air source heat pump.

The proposed single storey lean-to structure and air source heat pump (ASHP) are sited to the northern flank of the host dwelling and would not be visible from the street scene due the existing of a high wall boundary treatment. As such, the proposed lean-to and ASHP would not result in harm to the character or visual amenity of the street scene.

The proposed single storey lean-to structure would have a width of approximately 1.1m, a depth of

approximately 1m and would have a mono-pitched roof with an approximate maximum height of 2m. The proposal would be finished with horizontal louvred cladding from 25 x 38mm battens with air gaps between and the mono-pitched roof would have natural Welsh slate with a cast iron gutter. The proposed lean-to would reflect the historic site circumstances and would not result in harm to the visual amenity of the area.

The air source heat pump would have a width of approximately 1.4m, a depth of approximately 0.4m and would have an approximate height of 1m. Given the siting of the ASHP, this element would not result in any harm in this regard.

The proposed fenestration repairs (southern and eastern elevations) would be finished with new kiln dried European Oak lower cil / sub frame, shaped to match the existing, the proposed works to the kitchen window (eastern elevation) would be finished with new 75mm painted brass hinges and new hand forged black iron stay with monkey tail, with 16mm Slimline double glazed pan, and a new 19mm by 32mm BCP stop with 5mm chamfer for Sealmaster draught seal. The proposed porch repairs would be finished with new kiln dried European Oak, shaped to match existing. The proposed external wall repairs on the western elevation would be finished with breathable lime render to match the existing up to a maximum height of 0.8m on the north-western corner and a maximum height of 1.6m on the south-western corner of the host dwelling. The proposal would be acceptable as the works would not result in harm to visual amenity or the character of the street scene or area.

The use of materials would ensure the proposed refurbishment, repairs and development integrates appropriately with the host dwelling and preserves its character, in accordance with Arun Local Plan policies D DM1 and D DM4, the Arun Design Guide (ADG) and Angmering Neighbourhood Plan (ANP) policy HD4.

NEIGHBOURING RESIDENTIAL AMENITY

The proposed new single storey lean-to structure and air source heat pump would be adjacent to the north-western side boundary of the neighbouring playing field and given the existing high boundary treatments, the proposal would not result in any overbearing and overshadowing impacts to the neighbouring playing field. There are no neighbouring dwellings.

The proposed new single storey lean-to structure would be approximately 1.4m from the north-western side boundary and the proposed air source heat pump would approximately 0.1m from the north-western side boundary, set back behind the proposed new single storey lean-to. There are no neighbouring dwellings and the proposal would not result in any overbearing or overshadowing to the neighbouring playing field.

The proposed fenestration, external wall and porch repairs, and the proposed single storey lean-to structure and air source heat pump would not result in overlooking to the neighbouring playing fields.

The proposed development would not result in harm to neighbouring residential amenity by way of overbearing, overshadowing, or overlooking. The proposed development is therefore in accordance with Arun Local Plan policies D DM1 and D DM4 and the ADG.

HERITAGE

The site is located within Angmering Conservation Area and is a Grade II Listed Building so the proposed development needs consideration under Arun Local Plan policies HER DM1, HER DM3 and HER SP1 and the National Planning Policy Framework (NPPF).

Paragraph 207 of the NPPF (2024) states when determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any

contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary.

Paragraph 208 of the NPPF (2024) require local planning authorities to identify and assess the particular significance of any heritage asset that may be affected by a proposal and paragraph 212 of the NPPF (2024) states that the local planning authority must consider the level of harm associated with the proposal and decide whether there is any harm and if so, whether this is 'less than substantial harm' or 'substantial harm'.

The applicant has provided a heritage statement which provides information in accordance with paragraph 207. The proposed refurbishment and repair of the existing cottage fenestration, external wall and porch, with a new single storey lean-to structure and air source heat pump would be undertaken to enhance the building's long-term viability through sensitive thermal upgrades and fabric repairs using appropriate breathable, and compatible materials to ensure the continued longevity of the heritage asset.

The consultation response from the Council's conservation officer concludes overall, the approaches identified appear appropriate and sensitive to the building's significance and setting and the proposal would not cause harm to the significance of the heritage assets or setting.

Due to the siting and design of the proposal and the use of sympathetic materials, the proposal would not result in harm to the Conservation Area or the Grade II Listed Building and is in accordance with Arun Local Plan policies HER DM1, HER DM3, HER SP1, the ADG, the ANP policy EH1 and the NPPF.

ENVIRONMENTAL HEALTH

The air source heat hump would be located to the north-western flank of the host dwelling and would be set in 0.1m from the side boundary. The ASHP would be sited adjacent to a playing field, therefore it would not result in any adverse impacts to people living nearby. Environmental Health have been consulted as part of this application and have raised no objection to the development. The development would not result in unacceptable noise impacts and is in accordance with Arun Local Plan policy QE DM1.

SUMMARY

The proposed development is in accordance with relevant development plan policies and is recommended for approval subject to the following conditions and informatives.

HUMAN RIGHTS ACT

The Council in making a decision should be aware of and take into account any implications that may arise from the Human Rights Act 1998. Under the Act, it is unlawful for a public authority such as Arun District Council to act in a manner, which is incompatible with the European Convention on Human Rights.

Consideration has been specifically given to Article 8 (right to respect private and family life) and Article 1 of the First Protocol (protection of property). It is not considered that the recommendation for approval of the grant of permission in this case interferes unreasonably with any local residents' right to respect for their private and family life and home, except insofar as it is necessary to protect the rights and freedoms of others (in this case, the rights of the applicant). The Council is also permitted to control the use of property in accordance with the general interest and the recommendation for approval is considered to be a proportionate response to the submitted application based on the considerations set out in this report.

DUTY UNDER THE EQUALITIES ACT 2010

In assessing this proposal the following impacts have been identified upon those people with the following protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation).

The proposal would have a neutral impact on the protected characteristics.

CIL DETAILS

This application is not CIL liable.

RECOMMENDATION**APPROVE CONDITIONALLY**

- 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 (as amended).

- 2 The development hereby approved shall be carried out in accordance with the following approved plans:

Site Location Plan 00.
 Proposed Mechanical and Electrical Layout 01B.
 Proposed Kitchen Window 02
 Proposed Plans 03B
 Proposed Porch Canopy 04
 Proposed Elevations 04B
 Proposed Oriel Window 06A.
 Proposed Site Plan 06B

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with Arun Local Plan policies D DM1 and D DM4.

- 3 Based on the information available, this permission is exempt from the requirement to provide a biodiversity gain plan under Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990. The following exemption applies:

This planning permission is for development which is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Reason: In accordance with Schedule 7A of the Town and Country Planning Act 1990 (as amended).

- 4 **INFORMATIVE:** The following links provide information/guidance: Planning Noise Advice Document - Sussex, November 2023 - <https://www.arun.gov.uk/download.cfm?doc=docm93jijm4n20286.pdf&ver=25638> and <https://www.ioa.org.uk/heat-pump-briefing-notes-calculation-sheet-ioa-cieh>
- 5 **INFORMATIVE:** Statement pursuant to Article 35 of the Town and Country Planning

(Development Management Procedure) (England) Order 2015 (as amended). The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.