

**Recommendation Report for Listed Building Consent for Alterations, Extension or Demolition of a
Listed Building**

REF NO: A/7/26/L

LOCATION: Elm Grove Cottage
The Square
Angmering
BN16 4EA

PROPOSAL: Listed building consent for the replacement of two windows on the ground floor at the rear of the house.

SITE AND SURROUNDINGS

DESCRIPTION OF APPLICATION SITE CHARACTERISTICS CHARACTER OF LOCALITY	As above. Elm Grove Cottage is a Grade II listed building located within Angmering Conservation Area. The property forms part of an early 18th century middle terrace and is characteristic of the traditional architecture in this part of the village. The cottage is faced in flint with brick quoins, all of which have since been painted white, and it is topped with a tiled roof. The principal (front) elevation features a timber six panelled door set beneath a flat hood, along with sash windows retaining their original glazing bars. It derives its significance from its architectural and historical interest. The site is located within the Angmering Conservation Area, which encompasses the historic core of the village. The Conservation Area is formed of three distinct areas of townscape: The Square, and the approaches from Arundel Road and from the High Street. The Square represents the central focal point of the village and accommodates the majority of local shops and commercial premises, as well as the village War Memorial. Its irregular layout and the surrounding built form create an attractive space with a strong and pleasant sense of enclosure, contributing positively to the overall character and appearance of the locality.
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RELEVANT SITE HISTORY

A/80/23/L	Listed building consent for replacement of 8 internal doors with cottage-style ledged and braced doors in softwood, replacement of existing modern fireplace in living room with one more in keeping with the style of the cottage including opening up the existing fireplace,	ApproveConditionally 31-05-23
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exposing the brickwork and installing a recycled oak beam serving as a mantelpiece and removal of modern wall and block paving in garden prior to grassing over the area.

A/258/22/HH Replacement of 9 internal doors, fireplace and removal of Withdrawn
modern wall and block paving in garden. (This 28-02-23
application may affect the character and appearance of
the Angmering Conservation Area and a Listed Building).

Relevant planning history noted.

REPRESENTATIONS

Angmering Parish Council - No Objection.

ARUN CONSERVATION AREA ADVISORY PANEL (CAAP)

The proposals will not harm the character or appearance of the conservation area.

The plans appear to show flush fitting side hung casements which would match the originals but, in view of the designated heritage asset context, it is suggested that, for the avoidance of any doubt, this should be confirmed. In addition, it should be confirmed that the glazing bars are to be properly formed, and not false.

No representations were received from nearby occupiers.

COMMENTS ON REPRESENTATIONS RECEIVED:

None.

CONSULTATIONS

CONSULTATION RESPONSES RECEIVED:

CONSERVATION OFFICER

Windows are an important part of a building's history and provide valuable insight into the development of historic properties. They can illustrate changes in architectural taste, reflect social hierarchy and building economics, and demonstrate technical advancements over time. They also offer evidence of social history, such as historic taxation on windows or building materials. Above all, windows form a key component of a building's architectural composition and make a significant contribution to its overall character.

The proposal seeks to replace two ground-floor windows at the rear of the property. While the desire to improve thermal efficiency is understood, the introduction of double glazing requires careful consideration, as it is not always appropriate within a listed building. Historic England provides guidance on how double glazing may be accommodated in such buildings.

According to Historic England's guidance, if existing windows are modern and contain no historic fabric, or if they are inappropriate replacements, there may be scope to introduce double-glazed units.

However, these must be of a true 'heritage' specification rather than standard, bulky double-glazed units.

The existing windows do not appear to be of historic significance, and there is potential to replace them with windows incorporating heritage-style double glazing. However, the level of information submitted is minimal, making it difficult to assess the proposal's full impact. There is no detail regarding the glazing specification, specifically whether the units will be standard 28 mm or a slimmer heritage-type profile. As you are aware, standard 28 mm glazing units would not be acceptable.

Where windows incorporate glazing bars, these traditionally form part of the structural frame. Applied (non-structural) glazing bars are historically inaccurate and visually unconvincing. The plans do not make clear whether the proposed glazing bars are integral or applied, and this needs clarification, as applied bars would not be supported.

Conclusion

At present, the information provided is insufficient to assess the impact of the proposed works. Further details are required, including glazing specifications and confirmation of whether glazing bars are integral or applied.

COMMENTS ON CONSULTATION RESPONSES:

Comments noted.

Following comments from the Conservation Officer, amended plans have been submitted that specify the glazing unit thickness and details of the glazing bars. After further discussion with the Conservation Officer, it has been determined that there are now sufficient details to enable this application to be determined, subject to a condition which has been attached to this listed building consent requiring full window specifications to be submitted and approved in writing by the Local Planning Authority prior to installation.

POLICY CONTEXT

Angmering Conservation Area.

Grade II Listed Building.

Flood Zone 3.

Within an area with potentially high groundwater levels.

Built-Up Area Boundary.

DEVELOPMENT PLAN POLICIES

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

HERDM1 HER DM1 Listed Buildings

HERSP1 HER SP1 The Historic Environment

PLANNING POLICY GUIDANCE:

NPPF National Planning Policy Framework

NPPG National Planning Practice Guidance

POLICY COMMENTARY

The Development Plan consists of the Arun Local Plan 2011 - 2031, West Sussex County Council's Waste and Minerals Plans, The South Inshore & South Offshore Marine Plan and Made Neighbourhood

Development Plans. The policies are published under Regulations 19 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

DEVELOPMENT PLAN AND/OR LEGISLATIVE BACKGROUND

Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:
"In considering whether to grant Listed Building Consent for any works, the Local Planning Authority shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses."

The proposal is considered to comply with these criteria in that it is not considered to materially affect the character or the setting of the Grade II Listed Building.

OTHER MATERIAL CONSIDERATIONS

There are no other material considerations to be weighed in the balance with the Development Plan.

CONCLUSIONS

CONCLUSION

This application seeks listed building consent for the replacement of two windows on the ground floor at the rear of the dwelling.

The principal policy considerations are Arun Local Plan (ALP) policies HER DM1 and HER SP1, together with the National Planning Policy Framework (NPPF), which relate to development affecting listed buildings. These policies require that development must protect, preserve and, where possible, enhance the historic character, integrity and setting of designated heritage assets.

Paragraph 207 of the NPPF (2024) requires applicants to describe the significance of any heritage assets affected by a proposal, including the contribution made by their setting. In this instance, the applicant has submitted a heritage statement in support of the application, which is sufficient to meet this requirement.

Paragraph 208 of the NPPF (2024) requires the Local Planning Authority (LPA) to identify the significance of the heritage asset affected by a proposed development. Elm Grove Cottage is a Grade II listed building constructed in the early 18th century, with architectural and historic interest as set out earlier in this report. The building is considered to be of architectural and historical significance.

Paragraph 212 of the NPPF (2024) states that great weight should be given to the conservation of designated heritage assets when considering the impact of development proposals, irrespective of whether any harm would be categorised as substantial or less than substantial.

The existing windows do not appear to be of historical significance and as such a replacement for heritage style double glazing would be acceptable in principle. The Conservation Officer originally raised an objection stating that further details were required to ensure the proposed windows would be an appropriate replacement. The applicant then provided further details, including the glazing unit thickness and confirmation that the glazing bars would be integrated, to demonstrate that the replacements would be appropriate. However, in the absence of full details, it is reasonable to attach a condition to this consent requiring full window specifications to be submitted to and approved by the Local Planning Authority prior to their installation.

Therefore, subject to the condition requiring additional details of the windows, the proposal would not result in harm to the significance of the Listed Building and the proposal is in accordance with Arun Local Plan policy HER DM1 and the NPPF.

SUMMARY

The proposal is in accordance with the relevant Development Plan policies and the NPPF and as such, it 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.

RECOMMENDATION

APPROVE CONDITIONALLY

- 1 The works for which Listed Building Consent is hereby granted must be begun not later than the expiration of 3 years beginning with the date of this consent.

Reason: To comply with Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990.

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

- Location Plan
- Site Plan
- Proposed Windows
- Windows Plan 1
- Windows Plan 2

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 3 Prior to their insertion details of the windows including their design/appearance (including elevation), specification, glazing bars, glazing (system), method of opening, decorative/protective finish (i.e. stain/paint and colour) and location within the reveal, in the form of drawings and sections of an appropriate scale, shall be submitted to and agreed in writing by the Local Planning Authority before the windows are installed.

Reason: To enable the Local Planning Authority to control the development in detail by endeavouring to achieve a building of visual quality in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 4 At all times during the progress of the work hereby approved adequate measures shall be taken to protect the remaining part of the Listed Building from collapse and/or structural damage.

Reason: To preserve the character and appearance of the Listed Building in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 5 Upon completion of the work for which Listed Building Consent is hereby granted any damage caused to the fabric of the building shall be made good to the satisfaction of the Local Planning Authority.

Reason: To preserve the special character and appearance of the building for the future in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 6 The making good of the building to complete the execution of the works for which consent is hereby granted shall be carried out as far as may be practicable with original materials. Any variation from the original materials must be with the written approval of the Local Planning Authority.

Reason: To preserve the appearance and special character of the building for the future in accordance with Arun Local Plan policy HER DM1 and the NPPF.