

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Arun District Council FAO: Amber Willard
FROM:	WSCC – Highway Authority
DATE:	23 February 2026
LOCATION:	The Croft Surgery Barnham Road Eastergate PO20 3RP
SUBJECT:	BN/130/25/PL Change of use of the existing building and associated facilities from a doctor surgery (Use Class E) to a place of worship (Use Class F) and all associated works and infrastructure. This application is in CIL Zone 2 (Zero Rated) as other development. amendment to the above application dated 9th February 2026 relating to:- Response to WSCC highway queries - 13/02/2026
DATE OF SITE VISIT:	n/a (desktop study undertaken)
RECOMMENDATION:	Advice

This is the second WSCC Highways response to the above planning application seeking change of use of the existing building and associated facilities from a doctor surgery (Use Class E) to a place of worship (Use Class F) and all associated works and infrastructure.

Previous Highway Authority response.

In its previous response dated 3 February 2026, the Highway Authority requested the following additional information:

1. The floor plans show a large number of rooms within the building, previously used as either consulting rooms or small meeting rooms when the building was in use as a doctor's surgery. As such, there does not appear to be a main worship area which is traditionally associated with church buildings. Applicants to explain how the building will be used for their purposes, including numbers of parishioners expected to be on site at any one time.
2. As set-out in point 1 above, the building is divided into lots of small rooms. As Use Class F is being applied for, these rooms could be used for other uses without the need for further planning permissions – e.g. clubs, classes etc - and at different (or same) times from the activities already mentioned in the planning statement. This could lead to additional activity on the site, including traffic generation at varying times and on the same or different days as currently stated in the supporting information, unless specific planning controls form part of any planning permission. As such, the applicants should confirm whether they are seeking F1 or F2 Use Class or simply F (where swapping between F1 and F2

doesn't require planning permission). Also, will some form of control be placed on any planning consent, if granted, to prevent this?

3. Consideration should be given to installation of tactile paving either side of the existing access and creation of a bespoke footway/path into the site running alongside the access (otherwise users will have to share the vehicular access).
4. It is recommended that secure and covered cycle parking and EV parking should be provided on-site.

Latest response to additional information provided by the applicant.

In email to the planning case officer dated 6 February 2026, the agent has provided the following replies (latest WSCC replies in *red italic* text beneath each paragraph):

In response to questions 1 and 2, the principal meeting and worship area for the proposed use will be the former GP surgery waiting room. The smaller former consulting rooms will be used only for ancillary purposes, including administration, private pastoral meetings between members of the congregation, and storage. These rooms will not function as separate activity areas or support any form of multi-use community operation in addition to the twice per week congregation. The expected attendance remains as set out in the Planning Statement and as follows: a maximum congregation of 30–40 individuals attending only twice per week (Monday evenings and Sunday mornings). This compares as follows to the former GP use, which regularly accommodated 45–50 people at peak times at full room capacity throughout the full working day. The proposal therefore represents a clear and demonstrable de-intensification of use and will generate significantly fewer trips than the historic established use.

The above comments are noted. Clearly, from reading the reply, the proposed occupier has bespoke requirements regarding worship requirements. On the basis that it is as proposed – both in terms of numbers of parishioners and times that the building would be used – then the Highway Authority would not wish to raise objection to this. If appropriate, the case officer might wish to consider attaching a bespoke/personal planning consent to manage this to the levels proposed.

The building is not intended to operate as a venue for clubs, classes, or additional F-class uses. Even if occasional ancillary use of the smaller rooms occurred, this would be materially less intensive than the former GP operation, which utilised all rooms continuously throughout the full working day without generating any significant adverse highway impacts.

Again, the above comments are noted. While the previous use as a doctors surgery would have likely generated activity over-and-above that proposed in this proposal, unless some form of bespoke permission is granted, then additional activities might be possible under the terms of the use class applied for. Like the previous Highway Authority comment, the case officer may wish to consider a bespoke/personal planning consent to manage this to keep activities (and associated traffic levels) as proposed.

With regard to questions 3 and 4, we note Highways' comment on providing a dedicated footway alongside the existing access. In response, the proposal significantly reduces the intensity of use, and it is noted that the GP surgery, operating at much higher pedestrian and vehicular daily trip levels, was never required to provide a footway along the vehicular access. In addition, the site already benefits from a dedicated pedestrian path and ramp linking from the rear gate directly to the building entrance, which the congregation will continue to use as per the arrangement with the GP Surgery. However, should a dedicated pedestrian footpath adjacent to the vehicular access be considered proportionate to the proposal we would be happy to agree to this via a means that does not delay occupation.

*The above comments are noted. While overall activity might decrease from previous levels should planning consent be granted, the promotion of suitable infrastructure in the form of a path from Barnham Road into the site would still, in the Highway Authority's opinion, be a worthwhile addition to encourage access by those parishioners and visitors arriving and leaving on-foot. As such, it is recommended that such a path be constructed at the applicant's expense and be secured by an appropriate planning condition. Mindful of the applicant's concern having a pre-commencement condition attached to any consent, it is therefore recommended that such a path be constructed within **six** months of first occupation to avoid this, with plans submitted to the LPA (and, in turn, the Highway Authority for consideration and approval) within **three** months of first occupation.*

On cycle and EV provision, please see the attached submitted photograph confirming that secure and covered cycle storage already exists on site. The applicant is also willing to install EV charging if considered necessary. I note that this can be undertaken via permitted development rights under either the current use as a GP surgery, or the proposed use. Given the desire to bring the building back into a community use, it would be appreciated to avoid the requirement for pre-occupation conditions. It is important to highlight that the building has experienced increasing instances of anti-social behaviour while vacant. The congregation aim to occupy the site promptly, subject to receiving a positive decision, which will improve passive surveillance, enhance security, and ensure the building is better managed, benefiting both the local environment, community, and neighbouring residents.

The building shown in the photograph would only appear to be large enough to cater for no more than two-three cycles.

The following is taken from the Arun District Council SPD that states the following regarding provision:

"1 space per 22sqm for large scale places of assembly serving more than a local catchment 1 space per 15sqm."

The case officer should decide whether the provision offered meets the above or whether, as the SPD advises, it should be based on specific site assessment.

With regard to EV provision for vehicles, the proposed standards in the Arun DC SPD will mean that all new houses with a driveway or garage will be required to provide active EV charging points (in accordance with current ADC Vehicle Infrastructure Study (2017). All other development will need to provide EV charging points in 20% of parking spaces from the date of adoption of the SPD. This % figure will increase every 5 years until 2033 when 100% of all parking spaces on a new development will be required to have active EV charging points. This approach reflects that taken by the WSCC GPND and responds to the Government's declaration of a 'Climate Emergency' and future regulations on decarbonising the transport sector

Therefore, and as for the cycle provision, the planning case officer should decide what provision is required using the Arun Parking SPD.

Conclusion.

Should the LPA be minded to approve the development, the Highway Authority recommends that the following conditions be attached to any permission granted:

1. Footpath access (to be provided within six months from first occupation of development)

Within **three** months from first occupation of the development, the applicant shall submit to the LPA and CHA for approval, plans showing details of a footpath taken from Barnham Road running alongside the eastern side of the existing vehicular access serving the development. Once approved, the footpath shall thereafter be constructed in accordance with the approved plans within **six** months from first occupation of the development.

Reason: In the interests of road safety and to promote non-car access to the development.

2. EVC Parking Spaces

No part of the development shall be first occupied until Electric Vehicle Charging spaces have been provided in accordance with plans and details submitted to and approved by the Local Planning Authority.

Reason: To provide EVC charging points to support the use of electric vehicles in accordance with national sustainable transport policies

3. Cycle parking

No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details submitted to and approved by the Local Planning Authority.

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

Informative.**Works within the Highway – Implementation Team.**

The applicant is required to obtain all appropriate consents from West Sussex County Council, as Highway Authority, to cover the off-site highway works (footpath from Barnham Road). The applicant should contact The Implementation Team Leader [REDACTED] to commence this process. The applicant is advised that it is an offence to undertake any works within the highway prior to the agreement being in place.

Response ends.

Tim Townsend
West Sussex County Council – Planning Services

From: Elaine Walby on behalf of Planning.Responses
Sent: 23 February 2026 17:27
To: Planning Scanning
Subject: FW: Response To Application Number BN/130/25/PL at The Croft Surgery Barnham Road Eastergate PO20 3RP
Attachments: Response_BN-130-25-3.pdf

PL- Consultation- WSCC Highways response

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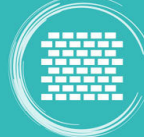
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From: [REDACTED]
Sent: 23 February 2026 10:57
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: Response To Application Number BN/130/25/PL at The Croft Surgery Barnham Road Eastergate PO20 3RP

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Please could the attached response be distributed to the relevant case officer.

Regards

Tim Townsend

Please do not reply directly to this email.

Any formal reconsultation on the application should be directed to [REDACTED] but the responding officer can be contacted directly via email if there are any questions relating to this response.

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