
FW: Planning Application BN/130/25/PL - The Former Croft Surgery

From Amber Willard <Amber.Willard@arun.gov.uk>
Date Mon 09/02/2026 09:13
To Planning.Responses <Planning.Responses@arun.gov.uk>

 2 attachments (772 KB)
bn-130-25-pl.docx; PXL_20260206_094448273.jpg;

Please upload below email and reconsult Highways . I attach an action sheet.

Thanks

Amber Willard MRTPI
Principal Planning Officer, Planning Policy Department

Tel: 01903 737942
E: amber.willard@arun.gov.uk

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From: Francesca Pepper-Bone <[REDACTED]>
Sent: 06 February 2026 14:41
To: Amber Willard <Amber.Willard@arun.gov.uk>
Subject: Re: Planning Application BN/130/25/PL - The Former Croft Surgery

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Hi Amber,

I hope you are well,

I note that you are on annual leave and due to return on Monday, in the meantime I have provided the below comments in response to the additional information requested from WSCC Highways Authority Consultee Comments, please see the below:

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 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.

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.

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.

We trust these clarifications address the Highway Authority's points and confirm that the proposal will not result in any significant adverse impact on the local highway network. Given the clear reduction in intensity of use, the existing sustainable transport opportunities, and the established access and parking arrangements, we hope this provides sufficient information for WSCC Highways to raise no objection to the proposals.

I look forward to hearing from you,

Kind regards,
Francesca

Francesca Pepper-Bone BA (Hons), MRTPI
Senior Planning Consultant

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From: Francesca Pepper-Bone <████████████████████>
Date: Friday, 30 January 2026 at 12:45
To: Amber Willard <Amber.Willard@arun.gov.uk>
Subject: Re: Planning Application BN/130/25/PL - The Former Croft Surgery

Hi Amber,

I hope you are well,

Thank you for confirming the status of the outstanding consultee comments, this is much appreciated. I look forward to receiving the Highways comments next week.

In response to your query, the Applicant has confirmed that, given the size of the congregation, they will be adequately accommodated within the proposed meeting room located in the existing GP Surgery's former waiting area. The smaller meeting rooms will serve, where applicable, for occasions when the Church meets in smaller groups.

Please let me know if you have any further questions or require any additional information.

Kind regards,
Francesca

Francesca Pepper-Bone BA (Hons), MRTPI
Senior Planning Consultant

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From: Amber Willard <Amber.Willard@arun.gov.uk>
Date: Thursday, 29 January 2026 at 10:18
To: Francesca Pepper-Bone <[REDACTED]>
Subject: RE: Planning Application BN/130/25/PL - The Former Croft Surgery

Dear Ms Pepper-Bone

Natural England do not always comment and I wouldn't delay a decision if they haven't responded. WSCC Highways have advised they will be providing comment, likely next week.

I just have a question regarding the general arrangement of the place of worship. The Proposed Floor Plan shows several meeting spaces (unchanged from existing). Is this how the church operates in smaller groups rather than having one larger area for congregation within the building?

Thanks

Amber Willard MRTPI
Principal Planning Officer, Planning Policy Department

E: amber.willard@arun.gov.uk

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From: Francesca Pepper-Bone <[REDACTED]>
Sent: 28 January 2026 08:58
To: Amber Willard <Amber.Willard@arun.gov.uk>
Subject: Re: Planning Application BN/130/25/PL - The Former Croft Surgery

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before clicking or opening.

Hi Amber,

I hope you are well,

Following on from our emails below, I am pleased to note that WSCC Waste and Minerals have raised no objection to the proposed development. Thank you for uploading these comments into the public domain.

May I kindly ask whether it would be possible to follow up with Natural England for their consultation response ahead of the 5th February Consultation Period ending?

I look forward to hearing from you,

Kind regards,
Francesca

Francesca Pepper-Bone BA (Hons), MRTPI
Senior Planning Consultant

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From: Francesca Pepper-Bone <[REDACTED]>
Date: Wednesday, 21 January 2026 at 17:04
To: Amber Willard <Amber.Willard@arun.gov.uk>
Subject: Re: Planning Application BN/130/25/PL - The Former Croft Surgery

Hi Amber,

Thank you for your email and for the update on the application. I appreciate you confirming the outstanding consultees and sharing your view on the proposal.

In light of this, and noting that you have no concerns with the application, would it be possible to determine the application following the consultation period running until the 5th February, and ahead of the eight-week determination deadline?

I look forward to hearing from you,

Kind regards,
Francesca

Francesca Pepper-Bone BA (Hons), MRTPI
Senior Planning Consultant

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From: Amber Willard <Amber.Willard@arun.gov.uk>
Date: Tuesday, 20 January 2026 at 09:13
To: Francesca Pepper-Bone <[fr\[REDACTED\]](mailto:fr[REDACTED])>
Subject: RE: Planning Application BN/130/25/PL - The Former Croft Surgery

Dear Ms Pepper-Bone

Thank you for your email.

I can see that the 2 remaining consultees are Natural England and WSCC Minerals and Waste. As the building is existing, I doubt they will provide comment.

I do not currently have any concerns regarding the application.

Thanks

Amber Willard MRTPI
Principal Planning Officer, Planning Department

E: amber.willard@arun.gov.uk

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From: Francesca Pepper-Bone <[REDACTED]>
Sent: 19 January 2026 10:01
To: Amber Willard <Amber.Willard@arun.gov.uk>
Subject: Re: Planning Application BN/130/25/PL - The Former Croft Surgery

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Dear Ms Willard,

I hope you are well,

Following on from my previous email, thank you for uploading the recent technical consultation responses to the public domain. I note that no objections or no comment responses have been received from Southern Water, Environmental Health, the South Downs National Park Authority, and Barnham and Eastergate Parish Council in response to the proposals.

I would be grateful if you could please confirm which consultation responses are still outstanding in relation to the application. Additionally, if possible, I would welcome your current position on the application.

Should you require any further information or clarification from us to assist in the determination of the application, please do not hesitate to ask.

I look forward to hearing from you,

Kind regards,
Francesca

Francesca Pepper-Bone BA (Hons), MRTPI
Senior Planning Consultant

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From: Francesca Pepper-Bone <[REDACTED]>
Date: Monday, 12 January 2026 at 10:03
To: amber.willard@arun.gov.uk <amber.willard@arun.gov.uk>
Subject: Planning Application BN/130/25/PL - The Former Croft Surgery

Dear Ms Willard,

I trust this email finds you well,

I am writing to introduce myself in relation to planning application BN/130/25/PL, proposing the change of use of The Former Croft Surgery, Barnham Road, Eastergate, to a place of worship. We are acting on behalf of our client, Chalcroft Gospel Hall Trust.

We look forward to working with you throughout the determination process and receiving your comments, along with those from the technical consultees, in due course. Should you require any further information or clarification on any aspect of the application, please do not hesitate to contact me.

I look forward to hearing from you and progressing the application collaboratively,

Kind regards,
Francesca Pepper-Bone

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Senior Planning Consultant

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