

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

REF NO: CM/42/25/L

LOCATION: Bailiffscourt Hotel, Gate House
Climping Street
Climping
BN17 5RW

PROPOSAL: Listed building consent for the general conservation led repair works to include repair of timber frame and infill panels, repair and relay roof and replacement of rainwater goods.

SITE AND SURROUNDINGS

DESCRIPTION OF APPLICATION	As above.
SITE CHARACTERISTICS	Bailiffscourt Hotel is a Grade II* Listed Building, originally dating from the 17th century or earlier. The building was relocated to its current position during the 1930s as part of a comprehensive redevelopment of the Bailiffscourt Hotel estate. The Gate House is a Grade II Listed Building located to the north east of the hotel. It is an L-shaped, timber-framed structure with red brick infill panels. It is constructed from Somerset limestone and features a Horsham stone slate roof with stone chimney stacks. A distinctive carriage archway passes through the ground floor of the east wing. The first floor incorporates curved braces, and the building is characterised by casement windows with diamond-shaped leaded panes.
CHARACTER OF LOCALITY	The site operates as a hotel complex, incorporating a modern spa facility constructed in the 21st century. It contains a number of designated heritage assets, including nine listed buildings. These comprise the Chapel at Bailiffscourt Hotel, Bailiffscourt Hotel and Country Club, and the Guest House to Bailiffscourt Hotel and Country Club. In addition, six Grade II Listed Buildings are present, including various outbuildings such as stables, a cottage, a gatehouse, and a dovecote. The buildings are set within landscaped grounds that feature the remnants of a medieval moat, areas of woodland, and designated parking areas. The site lies to the west of Climping Road and is surrounded by agricultural fields in its immediate setting. The hotel is built using traditional materials sourced from older properties across rural Sussex. Some of the outbuildings were relocated and reconstructed from other sites within the county. Collectively, these elements create a

traditional grouping of stone buildings, set within the tranquillity of open countryside close to the coast.

RELEVANT SITE HISTORY

CM/28/03/	Access drive and hardstanding/turning for service and emergency vehicles and over-flow parking	ApproveConditionally 09-10-03
CM/3/98	Formation of small hotel guest car parking area for 5 no cars adjoining The Gatehouse	ApproveConditionally 25-03-98

Relevant planning history noted.

REPRESENTATIONS

Climping Parish Council - No response received.

No representations were received from nearby occupiers.

COMMENTS ON REPRESENTATIONS RECEIVED:

None.

CONSULTATIONS

CONSULTATION RESPONSES RECEIVED:

CONSERVATION OFFICER

A map-based assessment has identified that there are a number of designated heritage assets on the site. This asset group consists of nine listed buildings. Three are grade II* listed and include: Chapel at Bailiffscourt Hotel, Bailiffscourt Hotel and Country Club and Guest House to Bailiffscourt Hotel and Country Club. The six grade II listed buildings consist of outbuildings, for example, stables, a cottage, a gatehouse, and a dovecote.

The site is now used as a hotel complex with an adjacent spa complex which is modern, dating from the 21st Century. The hotel building was formerly a large country house which was built between 1931 and 1935 by Amyas Phillips an 'antiquarian' rather than architect for Lord and Lady Moyne. It was built in late Medieval Cotswold style entirely out of salvaged materials from old buildings in many different parts of the country. Walls of Somerset limestone with Horsham stone slate roof and stone chimneystacks. Of interest is the fact that the list entry for the main house considers that it is the foremost illustration of the inter-war craze of constructing new houses out of old materials.

Of relevance to this particular application is the Bailiffscourt Hotel Gate House, which is a 17th-century or earlier timber-framed building, relocated from another site and re-erected. The structure is L-shaped, featuring a carriage archway through the ground floor of the east wing. Red brick infill panels complement the timber frame. Curved braces are present on the first floor. The roof is covered with Horsham stone slabs. Windows are casements with diamond-shaped leaded panes.

The assets derive their significance from their architectural and historic interests. Architecturally, similar construction materials and styles form strong, cohesive, bonds between the buildings. High-quality building materials and special features also contribute towards the architectural interests of the assets. Their immediate settings consists of the neighbouring buildings along with the landscaped gardens and grounds

The Proposal

Listed building consent for the general conservation led repair works to the exterior of the Gatehouse and comprise what are identified by the applicant as being conservation-led repair and replacement works to secure the ongoing sustainability, maintenance, and use of the building.

In summary, the proposals include:

- Localised refacing or replacement of timbers
- Localised patch repairs to timbers
- Replacement of rainwater goods with like-for-like materials, plus provision of additional downpipes and hoppers
- Lifting and relaying the Horsham stone roof using salvaged (where possible) or reclaimed Horsham stone
- Resecuring loose infill panels and repointing as required
- General mortar repointing across the building as required

Timber Repairs

It is proposed to reface timbers or carry out patch repairs where deterioration has been identified. It is positive to note that an assessment was undertaken to inform the timbers and level of intervention proposed, with the aim of maximising the retention of historic fabric. Further, it is welcomed that where replacement of historic timber is necessary, this is limited to elements identified as beyond repair. Replacement oak timbers will match the existing in form, size, and appearance, ensuring an appropriate and consistent material. The proposed repairs would be evident as part of an ongoing process of repair and maintenance.

Rainwater Goods

There is currently no evidence to confirm that the existing lead rainwater goods are beyond repair. While the proposed replacement on a like-for-like basis seeks to reduce the risk of water ingress and associated harm to sensitive historic fabric, I would want reassurance that any existing fabric is beyond repair before full replacement is undertaken. I would also like clarification on whether the proposed dimensions replicate the existing or are increased to address higher rainfall demands. The additional downpipes and hopper, designed to match the existing in material and profile, would further enhance performance while remaining sympathetic to the building's character and significance.

Roof Works

The works to the roof appear logical and acceptable in this instance. However, it would be helpful to maintain an ongoing dialogue with the agent and applicant during implementation to ensure that no issues arise in carrying out this element of the scheme.

Other

The other areas appear acceptable. However, it would be helpful to understand what the proposed repointing will look like, particularly as the extent of work is unclear. This would allow a better assessment of its potential impact.

I note from the heritage statement that reference is made to the removal of windows to facilitate repair

works, with the windows stated as being "replaced" upon completion. It is not clear why they would be replaced rather than reinstated. Please can this be checked and clarified, as reinstatement of the original windows would be the preferred approach to retain historic fabric.

Conclusion

Further information has been requested to ensure that the full impact of the proposals can be properly assessed. At this stage, most elements of the scheme appear suitable, subject to clarification on the extent and appearance of repointing, confirmation regarding the approach to rainwater goods (including dimensions and repair feasibility), and assurance that any temporary removal of windows will result in reinstatement rather than replacement. Ongoing dialogue during roof works is also recommended to avoid implementation issues.

COMMENTS ON CONSULTATION RESPONSES:

Following comments from the Conservation Officer, the agent has provided clarification on the following points:

-The intention is to repair existing guttering wherever possible. Replacement will only occur where repair is not feasible, and the existing profile will be retained. Conditions will be applied to ensure this approach.

-Repointing will match the existing as closely as possible and will be limited to areas of loose brickwork requiring rebuilding. A specification and method statement are included in Appendix 2 of the Heritage Statement. A condition requiring sample panels will be imposed to ensure visual consistency.

-Windows will be reinstated rather than replaced. The agent has confirmed this to clarify any ambiguity in the original wording.

The Conservation Officer has confirmed that the additional details are acceptable, subject to conditions.

POLICY CONTEXT

Grade II Listed Building.

Within an area with potentially high ground water.

Outside of Built-Up Area Boundary

Archaeological notification areas.

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

This application seeks listed building consent to undertake general conservation led repair works to the exterior of the Gatehouse. These works aim to secure the ongoing sustainability, maintenance and the use of the building. The conservation work include localised refacing or replacement of timbers, patch repairs to timbers, replacement of rainwater goods with like-for-like materials, lifting and relaying the Horsham stone roof, resealing loose infill panels and repointing as required and general mortar repointing across the building as required.

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 comprehensive 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. The Gatehouse at Bailiffscourt Hotel is a Grade II listed building dating from the 17th century or earlier, 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 proposal seeks to undertake works of repair carried out using traditional techniques to conserve rather than replace the materials. Therefore, the proposal would preserve the significance of the heritage asset in accordance with design and heritage policies HER DM1 and HER SP1 of the Arun Local Plan, and the NPPF. Notwithstanding this, additional details are required in relation to the repointing and guttering works should repair not be feasible. As such, conditions have been attached to this consent to require further details of these two elements to be submitted to and approved by the Local Planning Authority. The proposal would not result in harm to the significance of the listed building.

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 240BA_000
- Block Plan 2404BA_001
- Existing and Proposed North Elevations 2404BA_100
- Existing and Proposed East Elevations 2404BA_101
- Existing and Proposed South Elevations 2404BA_102
- Existing and Proposed West Elevations 2404BA_103
- Design and Access Statement and Heritage Statement

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with Arun Local Plan policies HER SP1 and HER DM1 and the NPPF.

- 3 All guttering and associated rainwater goods shall be repaired in situ wherever feasible. Should any guttering, downpipes, or fittings be found beyond reliable repair, only then shall

replacement be carried out on a 'like for like' basis using matching materials, section, profile, colour, fixings, and alignment. Prior to the replacement of any existing section of gutter or rainwater goods, the developer shall submit photographic evidence and written justification to the Local Planning Authority, demonstrating that repair was not feasible, and outlining the proposed replacement details. No replacement works shall commence until those details have been approved in writing by the Local Planning Authority.

Reason: To preserve the appearance and special character of the building for the future in accordance with Arun Local Plan policies HER SP1 and HER DM1 and the NPPF.

- 4 A sample of 1 square meter section of the external walls will be repointed using the proposed lime mortar mix. This section will be inspected by the Local Planning Authority's Conservation Officer and photographic evidence of the section of the repointed walling will be submitted to and approved in writing by the Local Planning Authority. Once approved, the external repointing can continue and the details so approved shall be used within the construction of the development.

Reason: To preserve the appearance and special character of the building for the future in accordance with Arun Local Plan policies HER SP1 and 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.