

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Arun District Council FAO: Hebe Smith
FROM:	WSSC – Highways Authority
DATE:	6 November 2025
LOCATION:	The Old Manor House 1 Summerley Lane Bognor Regis PO22 7HN
SUBJECT:	FP/164/25/PL Part change of use of East wing from dwellinghouse (Use Class C3) to guest accommodation (Use Class C1 / Sui Generis) comprising 6 No en-suite guest rooms, with associated parking, bin and cycle storage, resurfacing of courtyard and minor external alterations. This application is in CIL Zone 4 (Zero Rated) as other development.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

This application is for the part change of use of East wing from dwellinghouse (Use Class C3) to guest accommodation (Use Class C1 / Sui Generis) comprising 6 No en-suite guest rooms, with associated parking, bin and cycle storage, resurfacing of courtyard and minor external alterations. The site is located on Summerley Lane, a C-classified road subject to a speed limit of 20mph.

The site is currently in use as a single dwelling, with previous use as a nursing home and residential home. The site is accessed from Old Manor House Gardens, a privately maintained road serving four dwellings. Visibility at the access point onto Summerley Lane appears sufficient for the anticipated road speeds in this location. The proposed guest house use is not anticipated to result in a material intensification of use of the existing access point onto Summerley Lane, given the potential of the site as a 15-bedroom dwelling and given the previous uses of the site.

The proposed guest house use would provide 6 no. two-person occupancy bedrooms. The WSSC Guidance for Parking at New Developments anticipates a parking demand of one space per bedroom for guest house/holiday let use. The proposal provides eight parking spaces, including one accessible space. Staff parking and parking for the existing dwelling will be retained to the front of the site. Sufficient space is provided on site for vehicles to turn on site and exit onto the public highway in a forward gear.

Secure and covered cycle storage is also provided on site to encourage sustainable transport methods and reduce reliance upon the private car. The site is sustainably located within walking distance of local shops and services, including bus stops providing access to Bognor Regis, Littlehampton and further afield.

Conclusion

The LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway

network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

If the LPA are minded to approve the application, the following conditions should be applied:

Car parking space (details approved)

No part of the development shall be first occupied until the car parking has been constructed in accordance with the approved site plan. These spaces shall thereafter be retained at all times for their designated purpose.

Reason: To provide car-parking space for the use

Cycle parking

No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with the approved site plan.

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

Nicola Elliott
West Sussex County Council – Planning Services

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

Regards

Nicola Elliott

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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