
FW: LU/46/26/DOC Condition 3

From Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Date Tue 07/04/2026 09:44
To Planning.Responses <Planning.Responses@arun.gov.uk>

 3 attachments (2 MB)
8400-P07A.pdf; 8400-P08A.pdf; Action Sheet v3 EP.docx;



Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

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Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



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 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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From: Pam Stoke  
Sent: 18 March 2026 15:41
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: LU/46/26/DOC Condition 3

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Dear Kathryn,

I have not been able to obtain a specification for the lime mortar from the brick manufacturer. Therefore, I have updated the attached drawings as follows:

1. Mortar added to the 'proposed materials' as follows:
To be a lime mortar, which is to match the existing mortar colour, joint profile and thickness as closely as possible. Brick manufacturer to advise on which lime mortar mix is suitable to ensure it is compatible with the bricks.
2. Additional note added to drawings as follows:
A sample brick panel for approval is to be provided on site, once a builder is appointed. This will include a test mortar mix to match to match the existing mortar colour, joint profile and thickness as closely as possible.
Brick manufacturer to advise on which lime mortar mix is suitable to ensure it is compatible with the bricks.

Revised drawings are attached as requested.

Kind regards

Pam Stokes

Hertfordshire Architects Ltd

T [REDACTED]
M [REDACTED]

W: <https://www.architects-hertfordshire.co.uk/>

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From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Sent: 18 March 2026 11:30

To: Pam Stoke [REDACTED]

Subject: RE: LU/46/26/DOC Condition 3

Dear Pam,

Yes, this would appear to be an appropriate way forward.

Thanks,

Kathryn Welch

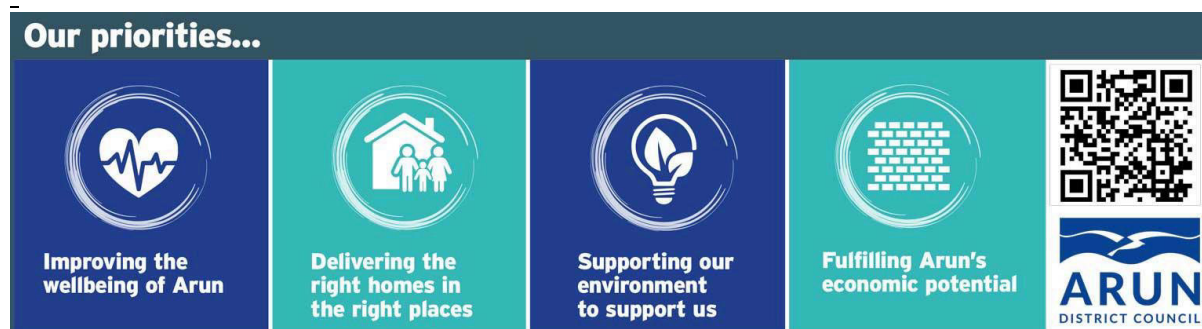
Senior Planning Officer, Planning Department

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E: kathryn.welch@arun.gov.uk

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From: Pam Stoke [REDACTED]
Sent: 17 March 2026 12:57
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: LU/46/26/DOC Condition 3

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Dear Kathryn,

Thank you for the update.

I can update the drawings to specify a lime mortar mix and state that the colour and its joint profile/thickness is to match the existing.
I am seeking technical advice from the brick manufacturer on the correct mortar mix to be used.

My client has also said that they are happy to do a test mortar mix to match and can provide a sample brick panel for approval on site, once the builder is engaged. I believe this is the best approach to ensure the best match/appearance.

Please confirm if you concur, and I will update the drawings and issue to you.

Kind regards

Pam Stokes

Hertfordshire Architects Ltd

T [REDACTED]
M [REDACTED]

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From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Sent: 17 March 2026 09:31

To: Pam Stoke [REDACTED]

Subject: RE: LU/46/26/DOC Condition 3

Dear Pam,

We've had a response from the Conservation Officer, he has stated the following: *'However, the mortar specification will be important to ensure that the new brickwork matches the existing. It should be appropriate in terms of its colour and its joint profile/thickness. If the mortar were to differ significantly in colour or if the joints were excessively thick, the result would be visually harmful. A mortar which matches the existing would be acceptable. Please could full details of the proposed mortar mix, colour and joint profile be provided.'*

I would be grateful if you could confirm the mix as you've suggested and confirm the arrangement/thickness of the joints.

Would it be possible to provide these details by the 31/3?

Kind regards,

Kathryn Welch
Senior Planning Officer, Planning Department

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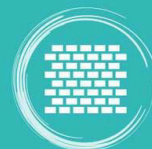
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wellbeing of Arun



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right homes in
the right places



Supporting our
environment
to support us



Fulfilling Arun's
economic potential



From: Pam Stoke [REDACTED] >

Sent: 10 March 2026 08:43

To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Subject: RE: LU/46/26/DOC Condition 3

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Dear Kathryn,

Have you had a chance to discuss my query below, regarding lime mortar, with the Conservation Officer? My client is happy to do a test mortar mix to match the existing.

Once you have confirmed, I can update the drawings to reflect this.

Kind regards

Pam Stokes

Hertfordshire Architects Ltd

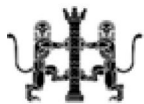
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From: Pam Stokes

Sent: 03 March 2026 12:59

To: 'Kathryn Welch' <Kathryn.Welch@arun.gov.uk>

Subject: RE: LU/46/26/DOC Condition 3

Dear Kathryn,

Thank you for the email update.

To match the existing mortar colour as close as possible is agreeable. The Conservation Officer is asking that the '*mortar used will not be of a standard specification*', does this mean that he wants a lime mortar?

Kind regards

Pam Stokes

Hertfordshire Architects Ltd

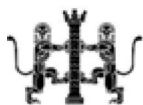
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From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Sent: 03 March 2026 12:51

To: Pam Stoke [REDACTED]

Subject: LU/46/26/DOC Condition 3

Dear Mrs Stokes,

I've had a brief discussion with my Conservation Officer regarding your submission. He is generally satisfied with its contents; however, he has requested confirmation that the mortar used will not be of a standard specification and that it will be produced to match, as closely as possible, the existing mortar colour.

Please could you confirm whether this is acceptable to your client, and provide written confirmation to this effect?

Kind regards,

Kathryn Welch

Senior Planning Officer, Planning Department

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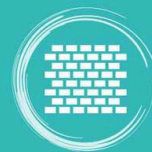
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