



Arun District Council  
 Maltravers Road  
 Littlehampton  
 West Sussex BN17 5LF  
 Tel: 01903 737756  
[www.arun.gov.uk](http://www.arun.gov.uk)

## Householder Application for Planning Permission for works or extension to a dwelling

### Town and Country Planning Act 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

## Applicant Details

### Name/Company

Title

Mr

First name

Andrew

Surname

Geffyres

Company Name

### Address

Address line 1

Commonmead Barn

Address line 2

Pagham Road

Address line 3

Town/City

Pagham

County

West Sussex

Country

Postcode

PO21 3PY

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\* REDACTED \*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\* REDACTED \*\*\*\*

## Description of Proposed Works

Please describe the proposed works

PLANNING CONSENT FOR A SINGLE STOREY KITCHEN AND DINING ROOM EXTENSION TO THE REAR OF COMMONMEAD BARN,  
PAGHAM ROAD, BOGNOR REGIS, WEST SUSSEX, PO21 3PY

Has the work already been started without consent?

Yes

No

## Materials

Does the proposed development require any materials to be used externally?

Yes

No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Walls

**Existing materials and finishes:**

Flint facing masonry walls with red brick quoins and details. Select areas of the existing feature a cement coloured render. Gable ends include a dark stained timber weatherboarding to upper sections. Shed is clad with a stained timber horizontal cladding. The Home Office is clad with a vertical moulded timber panel cladding system decorated in black.

**Proposed materials and finishes:**

Masonry cavity wall with a red brick leaf to match the existing brickwork or SIPs clad with a light grey metal cladding. A select area is to be clad with a slim profiled horizontal cedar cladding to match the underside of the extension eaves. Masonry mortar to match colour of the existing. Western elevation of the proposed is to incorporate a rebuilt boundary wall utilising on-site salvaged red brick and flint to match the existing. Re-built wall to use a lime based mortar mixed to match the existing.

**Type:**

Roof

**Existing materials and finishes:**

Handmade plain clay tiles to the main building with a series of low profile conservation roof lights. Adjacent shed is weathered in slate.

**Proposed materials and finishes:**

The extension is proposed to be clad with a shallow pitched standing seam metal cladding, finish to be light grey. New roofs are to feature a discrete gutter system. Low profile lantern roof lights are proposed alongside the introduction of a photovoltaic panel array. Underside of the eaves are to feature a slim profile timber cladding.

**Type:**

Windows

**Existing materials and finishes:**

Timber framed, double glazed, fixed and casement windows with matching timber cills, decorated dark brown at ground level and black at first floor level.

**Proposed materials and finishes:**

Slim profile powder coated aluminium framed, double glazed, fixed and casement windows, colour to be dark grey.

**Type:**

Doors

**Existing materials and finishes:**

Traditional styled timber frame and leaf external doors. Contemporary styled glazed front door within timber framed curtain wall system. Timber framed double glazed bi-folding doors to east elevation. All decorated dark brown to match ground floor casements.

**Proposed materials and finishes:**

Slim profile powder coated aluminium framed French doorset to proposed glazed link with matching specification sidelights. Western elevation external door serving glazed link is to match style of the proposed French doors. 3nr. sets of 'frameless' slide and stack doors to be introduced within the proposed kitchen and dining room. All frame elements to be powder coated dark grey, all glazing is to be triple glazed and to include a high light reflectance treatment for reduced solar transmission into the building.

**Type:**

Boundary treatments (e.g. fences, walls)

**Existing materials and finishes:**

Timber fences of various styles, mature hedgerows and a flint and red brick boundary wall projecting from the north elevation of the main building.

**Proposed materials and finishes:**

To be retained as existing, excluding the flint and brickwork work which shall be re-built to an adjusted location as detailed in the submitted documentation.

**Type:**

Vehicle access and hard standing

**Existing materials and finishes:**

Pea beach gravel driveway, red brick entrance steps featuring a dwarf wall. Paths and terrace areas are typically flagstone paved. Planting bed includes dark stained timber finished retaining walls.

**Proposed materials and finishes:**

Driveway and vehicle access is to be retained as existing. Re-laid and new paths and paved areas to re-use the existing flagstones supplemented with a matching supply. New and extended retaining walls are to match the style of the existing.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- Yes  
 No

If Yes, please state references for the plans, drawings and/or design and access statement

## Supporting Documents;

- 846 Design Access and Heritage Statement - January 2026,
- 846 Flood Risk Assessment - January 2026,
- 846 Biodiversity Enhancement Statement - January 2026,

## As Existing Drawings;

- 846-SU100 - As Existing Site Location Plans,
- 846-SU101 - As Existing Site Plan,
- 846-SU102 - As Existing Floor Plans,
- 846-SU103 - As Existing Sections,
- 846-SU104 - As Existing Elevations,
- 846-SU200 - As Existing Photographs Page 1 of 3,
- 846-SU201 - As Existing Photographs Page 2 of 3,
- 846-SU202 - As Existing Photographs Page 3 of 3,

## As Proposed Drawings;

- 846-PL100 - As Proposed Site Location Plans,
- 846-PL101 - As Proposed Site Plan,
- 846-PL102 - As Proposed Ground Floor Plan,
- 846-PL103 - As Proposed Roof Plan,
- 846-PL104 - As Proposed Sections,
- 846-PL105 - As Proposed Extension Elevations,
- 846-PL106 - As Proposed Concept 3D Visuals,

**Trees and Hedges**

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- Yes  
 No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings.

846-SU101 - As Existing Site Plan

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- Yes  
 No

If Yes, please show on the plans, indicating the scale, which trees by giving them numbers (e.g. T1, T2 etc) and state the reference number of any plans or drawings

846-PL101 - As Proposed Site Plan

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- Yes  
 No

Is a new or altered pedestrian access proposed to or from the public highway?

- Yes  
 No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- Yes  
 No

## Parking

Will the proposed works affect existing car parking arrangements?

- Yes  
 No

## Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)\*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

\*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

Pre-application Advice

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

Pre-application advice request submitted 05/09/2025 and received 27/10/2025.  
An additional relevant request pre-application advice for an earlier scheme was submitted 21/01/2025 and advice received 17/03/2025.  
Further details of both pre-applications are provided within the submitted "846 Design Access and Heritage Statement - January 2026".

## Authority Employee/Member

**With respect to the Authority, is the applicant and/or agent one of the following:**

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

- Yes  
 No

## Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person Role

- The Applicant  
 The Agent

Title

Mr

First Name

Adam

Surname

Holmes

Declaration Date

07/01/2026

Declaration made

## Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Adam Holmes

Date

09/01/2026