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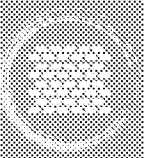
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**From:** Ben Daines [REDACTED]  
**Sent:** Thursday, March 26, 2020 8:31 AM  
**To:** Maria Tomalova <Maria.Tomalova@arun.gov.uk>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Maria,

Further to my email of 18 March, it seems that the obvious way to move this application forward at this point is for you and Martyn to provide further detail regarding your outstanding concerns following our proposed amendments. Can this be done as soon as possible please?

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

ECE Planning

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**From:** Ben Daines  
**Sent:** 18 March 2020 09:19  
**To:** Maria Tomalova <Maria.Tomalova@arun.gov.uk>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Ok, thanks Maria. It would certainly be helpful if you and Martyn could respond in a bit more detail to the amendments suggested in our email of 19 February in the first instance.

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Sent:** 17 March 2020 19:00

**To:** Ben Daines

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Ben,

We have been thinking with Martyn about Friday, however we were advised to work from home and cancel the meetings due to the situation.

I will call you tomorrow and we will find a solution how to communicate meanwhile and to use this time reasonably.

Kind regards

Maria

[Maria Tomalova](#) | Senior Planning Officer, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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**From:** Ben Daines

**Sent:** 13 March 2020 10:09

**To:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>; Martyn White <[Martyn.White@arun.gov.uk](mailto:Martyn.White@arun.gov.uk)>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Maria, Martyn,

Could you please let me know when you might be able to meet with us so we can address any outstanding concerns regarding the Stakers Farm Barns application? Are you both available next week at all?

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Ben Daines

**Sent:** 11 March 2020 14:05

**To:** Daniel Vick <[Daniel.Vick@arun.gov.uk](mailto:Daniel.Vick@arun.gov.uk)>; Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Thank you Daniel. I will contact Maria and Martyn to arrange a meeting so we can address any outstanding concerns with the scheme.

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Daniel Vick <[Daniel.Vick@arun.gov.uk](mailto:Daniel.Vick@arun.gov.uk)>

**Sent:** 10 March 2020 17:28

**To:** Ben Daines <[Ben.Daines@arun.gov.uk](mailto:Ben.Daines@arun.gov.uk)>; Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Ben,

Thanks for the call yesterday.

I have just finished discussing the matter with Martyn and Maria. Based on Martyn's comments about the potential to make the scheme acceptable I am willing to accept the submission of revised plans to overcome the issues

subject to your agreement for an extension of time to allow the submission of plans, re-advertising in the press/on-site and any appearance at Committee if there is a Parish Council objection to the scheme.

Maria can advise the best way to proceed with a meeting.

Daniel Vick

Daniel Vick

| Area Team Leader, Planning Services, Arun District Council

| Location: Phoenix House, Maltravers Road, Littlehampton,  
BN17 5LF

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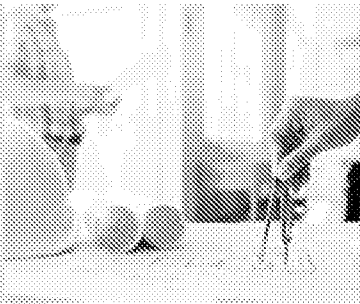


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**From:** Ben Daines [REDACTED]  
**Sent:** 06 March 2020 10:54  
**To:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>  
[REDACTED]

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Dear Maria,

We are extremely surprised and disappointed by your email. All our conversations and correspondence up to this point have indicated that you would be recommending the scheme for approval, albeit subject to a some tweaks and amendments, and I understand that the applicant also had a conversation with Martyn White to this effect when he undertook the site visit.

Following the receipt of Martyn's comments, **3 months** after the application was submitted, we responded positively to almost every point raised. Whilst we expressed reservations regarding the use of shutters, this was in the context of having an open dialogue about the best way forward for the conversion of these buildings. As you are aware, we have worked with Heritage Consultants on this scheme and want this conversion to be of a high quality and as sensitive as possible whilst creating an excellent living environment for future residents.

Therefore, we see no merit at all in withdrawing the application and re-submitting when we could sit down with yourself and Martyn as part of this application to achieve a successful outcome. Therefore, please confirm when you are able to meet to discuss amendments to the scheme.

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Sent:** 05 March 2020 14:46

**To:** Ben Daines

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Ben,

I have discussed your case with my line manager Dan Vick and Martyn.

We do not think that the issues raised by Martyn have been addressed and we suggested that the best option to get a positive outcome would be to withdraw this application. A pre-application meeting with Martyn and me, and resubmission of a new proposal.

It is considered that a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use ( paragraph 196 of the NPPF). Since the public benefit is considered to be limited this application is for a refusal.

I will call you later this afternoon.

Kind regards

Maria

[Maria Tomalova](#) | Senior Planning Officer, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre,  
Maltravers Road, Littlehampton, BN17 5LF  
Internal: 37510 | External: +44 (0) 1903 737510 | E-mail: [maria.tomalova@arun.gov.uk](mailto:maria.tomalova@arun.gov.uk)



**From:** Ben Daines [REDACTED]  
**Sent:** 04 March 2020 10:38  
**To:** Maria Tomalova <Maria.Tomalova@arun.gov.uk>  
[REDACTED]  
**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Maria,

I refer to my email of 28 February (see below). Any updates? We are obviously very keen for this application to go before Development Control Committee in April given we are now nearly 2 months beyond the statutory determination date.

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Ben Daines  
**Sent:** 28 February 2020 15:43  
**To:** Maria Tomalova <Maria.Tomalova@arun.gov.uk>  
**Cc:** Martyn White <Martyn.White@arun.gov.uk>  
**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Maria,

Did you have a meeting and, if so, what was the outcome?

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Sent:** 26 February 2020 14:59

**To:** Ben Daines

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Ben,

Due to Martyn's absence in the office I didn't have a chance to discuss your response to his comments however tomorrow we have a meeting and I will inform you about the outcome of it.

With regards to March committee the agenda for this committee was closed on 14 February 2020.

Kind regards

Maria

[Maria Tomalova](#) | Senior Planning Officer, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37510 | External: +44 (0) 1903 737510 | E-mail: [maria.tomalova@arun.gov.uk](mailto:maria.tomalova@arun.gov.uk)



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**From:** Ben Daines

**Sent:** 19 February 2020 11:39

**To:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Subject:** RE: Y/105/19/PL & Y/106/19/L

Hi Maria,

ECE Architecture and ECE Planning have responded in red to Martyn's comments in his email below and marked up the plans as attached. Could you and Martyn please confirm your agreement to our response/proposed amendments and we can then send the amended plans through to you.

Please let me know if you have any queries. I trust that if we can get these amended plans to you as soon as possible that the application can still go to the March Committee meeting

Kind Regards,

**Ben Daines MRTPI**  
Associate Planner

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**From:** Maria Tomalova <[Maria.Tomalova@arun.gov.uk](mailto:Maria.Tomalova@arun.gov.uk)>

**Sent:** 13 February 2020 15:41

**To:** Ben Daines

**Subject:** FW: Y/105/19/PL & Y/106/19/L

Ben,

Please see below the comments of our Conservation Officer.

Kind regards

Maria

[Maria Tomalova](#) | Senior Planning Officer, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF  
Internal: 37510 | External: +44 (0) 1903 737510 | E-mail: [maria.tomalova@arun.gov.uk](mailto:maria.tomalova@arun.gov.uk)



**From:** Martyn White <Martyn.White@arun.gov.uk>  
**Sent:** 31 January 2020 17:18  
**To:** Maria Tomalova <Maria.Tomalova@arun.gov.uk>  
**Subject:** Y/105/19/PL & Y/106/19/L

## Y/105/19/PL & Y/106/19/L

Stakers Farm is a Listed Building, and as a consequence, the buildings subject to the current proposal are curtilage listed. The farmhouse itself is an early C19 building of two storeys and attic with two dormers. It is Stuccoed and has a stringcourse. The roof is tiled, and there is a later C19 square stuccoed porch. It is very similar in appearance to Yew Tree House.

The barns which are the subject of this proposal are attractive, well-mannered buildings which through their design and location relate directly to the main listed building. The majority of the barns focus around an attractive courtyard which lies directly behind the farmhouse.

There are also a number of other listed buildings in the local area, including Yew Tree House, The Homestead and Berri Court. Yew Tree House is an early C19, detached building which is faced with stucco and a later C19 square porch.

The application site is located within the Yapton: Church Land and Main Road Conservation Area where there is a close-knit pattern of development.

The Conservation Area is based on Main Road and the southern end of Church Road. The village developed along this principal route and, together with Church Road and North End Road, there is a wide variety in the age and style of buildings. Most are two-storey in brick and flint or stucco, and these, together with natural slate or plain clay tiles for the roofs, are the predominant materials in the area.

The contrast between road fronted development and large residences, e.g. Dyers Croft and Berri Court set in their own grounds, also contributes to the special character of the area

Boundary walling, mainly in flint, and mature landscaping enhance the street scenes and are important features and contribute to the rural character of the Conservation Areas. Chimneys are also important features on the skyline. Mature landscaping including many substantial trees and tree groups, enhance the rural character of this area, the setting of the buildings and the street scenes.

### Proposal

The proposal is for the conversion of, and alterations to, existing barns to create 3 dwellings, along with the erection of car barns, a store, a replacement pump house, demolition of a C20 barn and associated landscaping and parking.

The concept of the conversion of the existing barn structures is considered to be acceptable as it will ensure that the buildings are put to a good use, as opposed to remaining empty as they currently are. The proposed use will ensure that they are suitably maintained and remain as heritage assets.

Having undertaken a site visit it is clear that some parts of the barn to be converted into unit one retains some attractive features, especially within the two-storey element. These features are some of the most attractive within the barns. These features include flint flooring, exposed brick walls, timber ceiling and stall dividers. The proposed plans indicate that this area is to be sub-divided up into smaller areas/rooms with a new staircase, yet it is not clear how these important features are to be retained.

Our design approach has been to accentuate the most attractive features of the barns wherever possible however, but we have had to be realistic on what features we can retain in order to make the houses fit for habitation. For instance, the flint flooring will need to be taken up and appropriate damp proofing, insulation and floor finishes laid to meet building regulation requirements for habitable dwellings. We can however look to re purpose the flint from this area within the car barns or possibly as a feature within the central courtyard space. Similarly, we will need to dress the exposed brick walls with insulation and plasterboard to suitably insulate the dwelling. Whilst the brick wall may not be a feature within the dwelling, this approach will help to protect the wall and offer further longevity to the barns. Where possible the existing timber first floor will be retained as a feature with new insulation and floor finishes dressed on top to meet building regulations for the habitable rooms.

Likewise, in building one, it is noted that an elevation will be altered in order to expose the previous cart barn openings. Such a proposal is generally acceptable, but the design of the new elevation, which includes excessive amounts of glazing, should have a simple framed emphasis and be recessed as far as possible to allow a deep shadow line. Such an approach also minimises reflections to reduce the visual prominence of the glazing. This technique can also help to maximise light penetration into the interior. Details of the fenestration along this section of the elevation should be carefully considered in order to ensure that they do not dominate the elevation.

Your comments are noted regarding the window openings and we would assume that they would form part of a planning condition that covers the key construction detailing you wish to be agreed. The window reveals will form part of the detailed design package when the proposed wall build ups are established and we determine how this meets the window/door junctions. In an attempt to reduce the prominence of glazing along the elevation we could reduce the window sets from three pane to two panes, with the door openings becoming simple double opening doors as opposed to bifold. Please see the attached mark up.

It is not clear how historic features including exposed roof trusses will be treated as part of the proposal.

Wherever possible these will be retained, treated and protected to act as features within the dwellings. Where they are in a state that they have to be replaced they will be spliced with new sections of oak to preserve the truss.

It is noted that the proposals will generally utilise existing openings for windows and doors. Such an approach is positive. However, it is noted that existing doors (or replacements) are not to be incorporated as part of the final scheme. This is unfortunate, as they retain character as part of the building, and are reminders of previous use. Where doors remain, they can be retained and used as shutters; doors can be fixed open in order to ensure that enough light is available to the interior of the building. If in a poor state of repair, they can be repaired or replicated.

Whilst your comment is noted we feel that from an architectural perspective the shutters would not be an honest response to the character of the barns. The chosen design response has looked to accentuate the existing and characterful brickwork of the barn and we would argue that the introduction of shutters would obscure this. In addition, due to the condition of the existing timber doors any shutter replacements would be a pastiche attempt at recreating the character, to the detriment of the scheme.

There is some concern regarding the amount of rooflights proposed. Are so many necessary?

It is intended for these rooflights to be conservation lights which are more sympathetic to the existing character of the barns. With this being said there are some areas within the scheme where the number of rooflight can be reduced, please see our mark-up of the plans an elevation for a suggested solution.

It is not fully clear what the proposed joinery will look like. It is recommended that they should not be stock doors/windows from a joinery catalogue as these are generally too "domestic" in style, and out of character with the original purpose of the building. As mentioned, glazing and frames should be deeply recessed in order to reduce reflections and visual impact.

These will be bespoke timber window and doors made specifically for the site. They won't be from a joinery catalogue but will be built by a carpenter on site. We would assume that this will form part of a planning condition for all joinery details.

Likewise, it is noted that the building referred to as 'barn 3' is to include bi-folding doors. Such a feature is not normally associated with a barn and cannot be supported here. It is suggested that an alternative approach be considered which would result in the loss of less historic fabric, and a more appropriate design.

Yes, this can be altered to a pair of patio doors which will reduce the size of the opening in the existing barn. Again, where new external openings are proposed we will look to repurpose the flint elsewhere in the scheme.

The landscaping proposals which result in the sub-division of the courtyard are of concern, as it would result in the loss of an important feature of the barn complex. The proposals also appear to transform this courtyard area into rear gardens with excessive fencing and hedging. This approach is considered to be out of character with the original courtyard and removes the relationship with the neighbouring farmhouse.

Your comments are noted. We can look to do a revised landscaping proposal that retains this space as a courtyard with a single path looping around the perimeter of the barns with connections to the proposed openings. To the centre there would be a more formal landscaped space with a focal tree or feature in the middle. Barns 1 and 2 would then directly address whilst sharing this space with the existing house.

The use of brick paviours is also of concern, as this could introduce a sub-urban character into what should be a more rural one. From looking at the site plan it would appear that a significant area of the site would be paved in order to provide access to a rear parking courtyard.

This could be changed to a bound gravel surface that is permeable to remain in line with the proposed drainage strategy. We would still look to retain pavers to formalise the path routes which would reflect a traditional courtyard approach. There are areas of hard standing that can be reduced which are marked on the attached site plan.

It is not clear why such a large area or location was identified for the parking and therefore the hardstanding. Please can this be confirmed?

The parking courtyard is located here to conceal the parking away from the main entrance area and preserve the key views of the barns. We have also tried to ensure that we didn't have any parking in the central courtyard area which we saw as very much a pedestrian orientated space. We also needed to re-provide parking for the existing house in a location that can be directly and privately accessed. Whilst we note that the amount of parking provided slightly exceeds WSCC and Arun's parking requirements, this is due to the configuration of the parking which naturally lends itself to the provision of a parking space in front of each carbarn.

Details of the location of any gas/electricity metres should be provided, in order to ensure that a discrete location and design is identified.

We are happy for this to form part of a condition, but we can confirm now that we will be looking to locate these internally unless we are told by UKPN that we are not allowed to do so.

The loss of the C20 building will have a positive impact in that it will allow the setting of the building to be enhanced.

Details of the proposed joinery will need to be provided to the council by way of condition. The windows/doors will need to be set back within the openings so that they are not flush and create shadow lines. They should also be of a

simple design/appearance. Stairs should be robust in detail with plan newels and balusters to reflect the character of the barn.

Likewise, details of all of the proposed materials will be required, along with details of the brick bond and any external colours/surface treatments to be used.

*We are happy for any condition in terms of detailing that you see fit.*

## Conclusion

At present there are a number of concerns with the proposal as submitted which it is considered would have a negative impact on the heritage assets, and cause harm. This level of harm would be classed as less than substantial harm in accordance with paragraph 196 of the NPPF (2019). As such, you will also need to consider the public benefits that the development may achieve as part of your assessment of the application, along with the contents of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended).

For your information, the Planning Practice Guidance states that public benefits include:

- sustaining or enhancing the significance of a heritage asset and the contribution of its setting
- reducing or removing risks to a heritage asset
- securing the optimum viable use of a heritage asset in support of its long-term conservation

Martyn White | Principal Conservation Officer, Planning Policy, Directorate of Place, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF  
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