

Planning Services, Adur & Worthing Councils

Portland House,
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BN11 1HS

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Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas) 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	25
Suffix	
Property Name	St Marys Church Hall
Address Line 1	East Street
Address Line 2	
Address Line 3	West Sussex
Town/city	Shoreham-by-sea
Postcode	BN43 5ZD

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

Easting (x)	521658	Northing (y)	105073
Description			

Applicant Details

Name/Company

Title

Mr

First name

M.

Surname

Farrell

Company Name

Empire Land & Homes Ltd.

Address

Address line 1

c/o agent

Address line 2

c/o agent

Address line 3

c/o agent

Town/City

c/o agent

County

c/o agent

Country

c/o agent

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant 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 the Proposal

Please provide a description of the approved development as shown on the decision letter

CHANGE OF USE OF TO PROVIDE A MIXED USE WITH A NEW CHURCH/COMMUNITY HALL AND PARISH OFFICE, AND 7 NO. RESIDENTIAL UNITS (COMPRISING 5 HOUSES AND 2 FLATS). INCLUDES PARTIAL DEMOLITION AT REAR, REPLACEMENT ROOF AND NEW REAR ROOF EXTENSIONS, REAR EXTENSION, NEW GLAZING AND DOOR/WINDOW OPENINGS AND REMOVAL OF SHOPFRONTS

Reference number

APPLICATION NUMBER: AWDM/0082/26

Date of decision (date must be pre-application submission)

15/04/2026

Please state the condition number(s) to which this application relates

Condition number(s)

Conditions 03,04,05,06,07,08, 09, 10 & 12

Has the development already started?

- ☐ Yes
- ☒ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

- ☐ Yes
- ☒ No

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

03 Archaeology (overview document)
ASE Report
04 Archaeology (overview document)
ASE Report
05 Cycle Spaces (overview document)
drwg 1094(21)00F
06 Site set-up(overview document)
drwg 1094(10)011
07 Surface water (overview document)
Meridien Civil Engineering Report
08 Sustainable Drainage (overview document)
Meridien Civil Engineering Report
09 Materials (overview document)
10 Refuse Storage (overview document)
drwg 1094(21)00F
12 Sound insulation/ventilation (overview document)
drwg 1094(27)002

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

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

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

PREAPP/0072/25

Date (must be pre-application submission)

11/07/2025

Details of the pre-application advice received

Please refer to Section 3 of the Planning Statement accompanying the original application.

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) 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

Willow Architects

Date

08/06/2026