

Development Management – Delegated Officer Report

Application Number: AWDM/0624/26

Recommendation: – APPROVE

Site: Caxton Court Broadwater Road Worthing West Sussex

Proposal: Replacement of window, doors and smoke ventilation units; increase in parapet height with new fascia, rooftop guard railing and new roof covering (part retrospective)

Date of Site Visit: 30/06/2026

Neighbours Checked Y

Additional Neighbours Notified: N

Site and Surroundings

The application site lies on the western side of Broadwater Road the main road out of Worthing to the north. Caxton Court comprises two blocks of flats (A and B). Block A comprises 1-17 and Block B comprises 18-41.

The site is not located within a conservation area nor is the building listed, there are 7 TPO's on the site which surround both of the blocks of flats.

Proposal

On Block A (to the south) it is proposed that there will be a mix of replacement louvred AOVs, AOVs and casement windows across three floors on the east and west elevations fitted across the 4 floors. The roof access doors are also proposed to be changed.

On Block B (to the north) it is proposed that there will be a mix of replacement louvred AOVs, AOVs and casement windows across three floors on the east and west elevations. The roof access doors are also proposed to be changed on this block.

To the roof of both units there are proposed to be guard rails installed which are for the protection of the roof perimeter. There is also a minor increase in the parapet height by 340mm.

Relevant Planning History:

None relevant – two TPO applications

Consultations

Environmental Protection, Environmental Health & Licensing

No adverse comments subject to the following condition being added to any permission granted.

Works of construction or demolition, including the use of plant and machinery, necessary for implementation of this consent shall be limited to the following times.

Monday - Friday 08:00 - 18:00 Hours

Saturday 09:00 - 13:00 Hours

Sundays and Bank Holidays no work permitted

Any temporary exception to these working hours shall be agreed in writing by the Local Planning Authority at least five days in advance of works commencing. The contractor shall notify the local residents in writing at least three days before any such works.

Reason: To safeguard the residential amenity of the area.

Environmental Health Private Sector Housing

No response

Neighbour Representations

None

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5

National Planning Policy Framework (MHCLG 2024)

National Planning Practice Guidance

SPG 'Extending or Altering Your Home' (WBC)

Planning Assessment:

There is no objection in principle to extensions and alterations to residential dwellings within the built-up area. The key considerations are the effects on the visual and residential amenities of the locality.

Visual Amenity

Caxton Court comprises two complex's that are 4-storey purpose-built buildings of flats set within landscaped grounds. The buildings are similar in appearance with brick elevations with some brick detailing below the white uPVC windows. The sub-divided proportions of the proposed replacement windows and AOV's will be similar to the existing windows, however, the shutter style will be removed and replaced with more traditional casement windows. This includes the large set of AOV's on block B's east elevation. The AOV's will look similar to windows however they will serve the communal areas and only open in case of emergency. Whilst this will change the appearance it is not considered that the removal of the shutters on the windows would result in a visual change that would dominate or be alien to the street scene.

It is noted that there will be an increase in the parapet height on both of the blocks. However, due to the minimal nature with 340mm it is not considered to result in an impact that would dominate the street.

The change in the sizing of the roof access doors are not considered to be demonstrable to the application with only glimpse views from within the street scene. This is due to the height of the building and the location of the doors. Therefore, the doors would not adversely impact the visual amenity of the site.

In the circumstances it is considered the minor change in appearance that will result from the proposed replacement windows, doors, AOVs, increased height and railings will not harmfully detract from the appearance of the these blocks of flats. As such it

is considered that the proposed development would be in compliance with Policy DM5 of the Worthing Local Plan.

Residential Amenity

With the increase in height there is the potential for overshadowing and overbearing to be achieved. However, the increase is minimal compared to the existing height being at 340mm. With the separation of 10m from the neighbours and the boundary it is considered to mitigate any potential for harm achieved. Therefore, it is not considered to create a demonstrable level of overshadowing or overbearing on the neighbouring properties.

The proposal does not seek to introduce any new windows or doors only replacing the existing openings on the site; therefore, it is not considered that the proposed development would result in an increase in overlooking on the neighbouring properties. The introduction of the guard edge on the roof is a required safety feature and would not be used to allow for the access of the roof as a terrace to the existing flats.

As such it is considered to be compliant with policy DM5 of the Worthing Local Plan and the national planning policies.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Hours of works

Informative

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Is recommendation contrary to letter(s) of representation? N

Case Officer: Finlay Gardner Date: 11/08/2026

Authorised by: Louise Prew Date: 12/08/2026