Expiry Date - 19/08/2025

Development Management – Delegated Officer Report

Application Number: AWDM/0790/25 **Recommendation – APPROVE**

Site: **117 Broadwater Road Worthing West Sussex BN14 8HT**

Proposal: **Proposed redevelopment of the existing community/parish centre (Use Class F1/F2) including single-storey rear extension; single-storey side /front infill extension; removal of the middle of the building and formation of a two-storey glazed infill extension, new external doors and windows, and associated works.**

Site Visit: 09.04.25

Neighbours checked: Y

Additional neighbour notifications: N

Site and Surroundings

The application site comprises the former rectory. It comprises a rendered, two storey double fronted building with central door, bay windows at ground floor. There is a two-storey extension to the northern side set back from the front and single storey extension to the rear. The property is situated in spacious grounds, set back slightly from the road with a garden to the south and west. There are mature trees/shrubs to the south and west boundaries. There are TPO trees to the east of the frontage of the site. To the north side is a detached storage building and car park accessed off Broadwater Road.

The building is used a community/parish/church centre with meeting rooms, and offices on the ground and first floors.

The site is in a mixed residential and community based facilities area. With schools and the church building opposite. The Broadwater Conservation Area is on the opposite side of Broadwater Road.

Proposal

Permission is sought for the redevelopment of the site including single-storey rear extension; single-storey side /front infill extension; removal of the middle of the building and formation of a two-storey glazed infill extension, new external doors and windows, and associated works.

The applicant's agent indicates that

The proposal seeks to modernise and extend the building to better serve the needs of the Broadwater community and parish. Its current configuration and accessibility do not meet modern standards, limiting its inclusivity and

functionality. The proposal addresses this through two single-storey extensions (68 sqm to the west and 25 sqm to the north), a glazed link, internal reconfiguration, and material upgrades

The scheme introduces a 68-square-meter single-storey extension to the west (rear), providing a flexible multi-purpose room for up to 50 people, and a 25-square-meter single-storey extension to the north (front), creating a dedicated kitchen to support community events.

A glazed link connects the existing two-story structure to the extensions, creating a welcoming entrance that enhances visibility and accessibility from Broadwater Road. Reflecting the parish's Christian identity, the design incorporates symbolic elements, including a Christian cross within the glazed link's structure.

The core aim of the design is to create a space that fosters social cohesion and supports the diverse needs of the Broadwater community, addressing the current limitations of an outdated layout that restricts the centre's potential.

The parish centre, as a Church of England facility, plays a pivotal role in the community, hosting activities such as youth groups, elderly social clubs, church-led events, toddler groups, and community meetings. However, its existing configuration struggles to accommodate these uses effectively, particularly for users with mobility challenges or groups requiring flexible spaces.

The new multi-purpose room addresses this by offering a versatile space that can be adapted for various activities—for example, hosting a youth club with space for interactive games, a social club with comfortable seating for elderly residents, or a church event with tables for communal meals. The kitchen extension enables on-site food preparation, supporting initiatives like weekly coffee mornings for elderly residents to combat social isolation, or fundraising dinners for local charities, enhancing the centre's role as a community anchor

Community feedback, gathered through consultations, was instrumental in shaping the design to meet the needs of its diverse user base. Young families highlighted the need for flexible spaces for children's activities, while elderly users emphasized accessibility and comfortable environments

A privacy film is proposed to the west elevation of the glazed link.

Relevant Planning History:

05/1244/FULL: Construction of access ramp and new PVCu doors to front
.
00/0909/FULL -Retrospective installation of replacement white PVCu windows and doors

93/05075/FULL - Ground floor rear extension and provision of paved area to wheelchair entrance

92/05086/FULL- Single-storey extension to kitchen

Consultations:

WSCC Highways

The LHA has been consulted on the above application. The planning documents indicate no changes to access from the highway or changes to the car park.

1.2 It appears the car park has 18 parking spaces. It appears one of these is a disabled parking bay.

1.3 The proposal would be expected to generate more trips to/from the site given the increase in size of the building and it's intended use, although not significantly. There are parking restrictions locally on the highway to protect from any unsafe overspill parking, which can be enforced.

1.4 The LHA would not expect that the proposal would cause any highway safety or capacity concerns contrary to the NPPF and paragraph 116. However, the proposal doesn't mention any cycle parking or safe & secure storage facilities. The applicant should include these in their submission to encourage other sustainable transport modes to that of the private motor vehicle to the site.

Condition:
Cycle parking - No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.
Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

Adur and Worthing Councils

Environmental Health Officer

The Environmental Health Officer has raised no objections and has informed appropriate conditions for the proposal.

Representations:

Resident of Carnegie Rd (edited)

- Noise, dust and disruption during construction
- Overlooking from the centre into living rooms

Flat 27 The Cloisters 2 Carnegie Road (edited)

- View will be changed through the glass atrium to Broadwater Road to see traffic and headlights
- Overlooking, there is no suitable screening between the properties
- Increased noise and activity from Broadwater Road
- The planning information is incorrect in term of location of the building
- Although the solar film to the proposed windows at the rear will work well during the daytime, after dark there will continue to be additional light and overlooking.

Relevant Planning Policies

National Planning Policy Framework
National Planning Practice Guidance (CLG)

Worthing Local Plan 2020-2036: SP1, DM5, DM8, DM16, DM18, DM22

Planning Assessment

The property is with a mixed area of residential and community uses on a main road close to Broadwater District Centre.

Policy DM5 indicates that All new development (including extensions, residential annexes, alterations, ancillary development, change of use and intensification) should:

i) be of a high architectural and design quality and respect and enhance the character of the site and the prevailing character of the area. This will include consideration of proportion, form, design, context, massing, siting, layout, density, height, size, scale, materials, detailed design features and landscaping;

ii) enhance the local environment by way of its appearance and character, with particular attention being paid to the architectural form, height, materials, density, scale, orientation, landscaping, tree canopy, impact on street scene and layout of the development;

iii) make a positive contribution to the sense of place, local character and distinctiveness of an area;

iv) respect, preserve and where appropriate enhance, heritage assets and settings;

v) be well built, accessible, fit for purpose, and adaptable to changing lifestyle, demography and climate;

vi) include a layout and design which: take account of potential users of the site; create safe conditions for access, egress and active travel (walking and cycling) between all locations; provide good links to integrated public transport; and have acceptable parking arrangements (in terms of amount and layout);

vii) make a positive contribution to creating a safe and secure environment by integrating measures for security and designing out opportunities for crime; viii) not have an unacceptable impact on the occupiers of adjacent properties, particularly of residential dwellings, including unacceptable loss of privacy, daylight/sunlight, outlook, an unacceptable increase in noise giving rise in significant adverse impacts, or vehicular movements resulting in severe cumulative impacts on the road network, or loss of important open space of public value (unless it satisfies any of the exceptions set out under Policy DM7 – Open Space, Recreation and Leisure);

Policy DM8 states : The Council will support improvements to health, education, social, community and cultural facilities to ensure they meet the needs of local communities where it is demonstrated that there would be no unacceptable impact on the occupiers of adjacent properties.

The main issues are therefore the impact on visual and residential amenity, impact on biodiversity, transport, flooding and sustainability.

Visual amenity

The parish/community facility provides spaces for a number of groups, the applicants have indicated that the facilities are now outdated and do not provide for inclusive shared spaces.

The application includes a redevelopment of the building including a glazed atrium and single storey extensions to the side and rear.

The new glazed atrium will be central within the building and would be flat roofed with a feature cross detail to the front. The glazed link will provide a statement entrance with staircases to the first floor and will provide a contemporary modern approach to provide a more flexible space within the building.

Although the building itself is traditional in style it sits in a mixed area with a variety of styles and ages of development. Bohunt school to the south has recently undergone a modern remodelling. The building is not listed and lies outside of the conservation area and although the glazed link will be prominent, it will provide a modern statement and give the building a fresh identity which would not be unacceptable in the street scene.

In terms of the impact on the character of the building, the glazed link will still enable the double gables either side to remain prominent, the glazed link will lighten the central section and provide a modern contemporary extension to the building.

The extensions to the side and rear would not be unduly prominent and as the building sits on a large site would not be an overdevelopment of the site.

A materials condition is considered appropriate to ensure that extensions and refurbishment retain the existing character of the building.

Residential amenity

The proposed glazed link would be central to the existing building and would be situated approx. 26m from the side wall of 'The Cloisters', a retirement complex and approx. 16.9m from the boundary fence with the Cloisters. The single storey extension to the rear would be within 10m of the boundary fence.

There are a number of windows facing the site at ground and first floor from The Cloisters. There is an approx. 1.8m high fence to the boundary and a degree of landscaping on the boundary.

Concerns have been raised from residents within the 'The Cloisters' in terms of particularly the glazed link and its potential for loss of privacy, increased noise, light and traffic. There is also concern regarding noise and disturbance during construction.

As indicated above, the proposed glazed link would be approx. 26m from the rear of the closest windows within the Cloisters. The applicant's agent has sought to address concerns by suggesting a film for the windows with optical and solar properties. This would provide daytime privacy (as indicated in the manufacturers details).

It is acknowledged that the glazed link atrium will open up the building creating greater intervisibility between the application site which is used for a number of community uses and the residential flats to the rear. The glazed atrium will provide a circulation space with a lobby at ground floor and a footway link at first floor so although there is potential for some overlooking from the atrium this is not an area where people will dwell. The applicants have indicated that they are content to provide a film which will reduce direct overlooking during the day. After dark the concerns of overlooking tend to be lessened as existing residents draw curtains or blinds. Although it is acknowledged that there will be the potential for overlooking, in view of the distances involved and the screen film that is now being proposed, it is not considered that the proposal is such that the application could be refused on the basis of detrimental overlooking. A condition to secure further details of the tint and extent of the solar film is considered appropriate.

The local resident has also raised concerns about views and noise through the atrium to the road beyond and although this is a possibility, with the distances involved it is not considered that it would be detrimental and is a similar view were the building not to exist.

In terms of potential for light spill it is appreciated that the glazed atrium will at night create additional light. The nearest residential property window is however approx. 26m away, although this distance would be acceptable for residential to residential, the scheme will be for community use and with the extent of the glass will be readily visible to residents who overlook the site. To ensure that the atrium is not lit outside its hours of use or that lighting is directed to within the building, a condition to require further details of the positioning, luminance and hours of use would be appropriate.

In terms of noise and disturbance during construction, this will be temporary, and suitable conditions can be put in place to ensure that there is suitable times for construction to take place.

With regards to the rear extension this would increase in depth by approx. 3m and would be within 10.9m of the boundary fence with the 'The Cloisters'. The refurbishment means that this area will become part of a larger hall area, rather than the kitchen that exists at present. The proposed extension would have double doors onto the garden compared to the window and door which currently exists for the kitchen. The extension would also include a large light lantern on the roof. Although a larger structure approx. 3 closer to the boundary, a good separation would be maintained to the properties in 'The Cloisters. The building is an existing community use and could currently be used for a variety of uses. Although the extensions have the potential increase capacity and the number of events this should be supported in accordance with policy and it is not considered that this element of the proposal would have a detrimental impact on the amenity of neighbouring residents in terms of loss of light, visual impact or detrimental overlooking.

In order to ensure that any events that may take place in the hall and gardens conditions for its times of use including music are considered appropriate.

In terms of the front/side extension, this element would have the street to the front and car park to the north and would not impact on residential amenity. No details of extraction equipment have been provided for the new kitchen so a condition to provide internal extraction details is considered appropriate. A planning application would be required for any external works to the kitchen.

Flooding

The Flood Risk summary provided on Gov. Uk website suggests that the site is at very low risk of surface water and Rivers and seas.

The LPA mapping shows that the site is not liable to flooding although the surface water is high (with climate change) down Broadwater Road which is at a lower level to the existing building. The vulnerability classification is not changing as the site will remain a community use.

Sustainability

Policy DM16 indicates that All development (excluding householder applications) will be required to achieve the relevant minimum standards below unless superseded by national planning policy, Building Regulations or it can be demonstrated that it is not practicable, feasible or viable (in which case the minimum standard should be met as far as is possible)

New non-domestic buildings will achieve a 27% reduction in C02 on average per building compared to the Building Regulations Part L 2013 standard unless superseded by national policy or Building Regulations.

The applicant has confirmed that the scheme has been designed to meet Part L 2021, targeting the equivalent 27% C02 improvement through fabric-first measures, efficient services, MVHR and LED lighting. No additional technologies (such as PV panels) are proposed due to site viability and heritage sensitivities.

Biodiversity net gain

Policy DM 18 indicates that “All development should ensure the protection, conservation, and enhancement of biodiversity and that a minimum of 10% net gain for biodiversity where possible this should be onsite”.

The red line covers c. 0.15 hectares (ha) and encompasses the Broadwater Parish Centre building, with a carpark to the north and associated amenity lawn to the west and south. The site primarily consists of managed amenity lawn, with ornamental planted shrubs, and a small, wooded area to the south. The site is enclosed by a brick wall, c. 2m in height along the north, south and western boundaries, with the eastern boundary facing towards Broadwater Road.

The following habitats were identified within the red line boundary of the site:
• Developed Land; Sealed Surface.
• Grasscrete (shown as 50% Modified Grassland, and 50% Developed Land; Sealed Surface within the metric).
• Introduced Shrub.
• Individual Urban Trees.
• Modified Grassland.
• Other Broadleaved Woodland
. Developed Land; S*ealed Surface*

The Biodiversity Net Gain (BNG) assessment concluded that the existing baseline biodiversity value of the site was **0.68** Habitat Units, consisting of:
• 0.080ha of developed land; sealed surface providing 0.0 habitat units (condition assessment N/A).
• 0.054ha of modified grassland in poor condition providing 0.11 habitat units.
• 0.016ha of introduced shrub (condition assessment N/A) providing 0.03 habitat units.
• 0.014ha of other broadleaved woodland in poor condition providing 0.06 habitat units.

• 0.0489ha of individual urban trees (comprising 3no. medium urban trees) in moderate condition providing 0.39 habitat units.
• 0.0122ha of individual urban trees (comprising 3no. small urban trees) in moderate condition providing 0.10 habitat units.

Most of the existing habitat on site is to be retained in its current condition, meaning the retention of 0.59 habitat units comprised of:
• All existing other broadleaved woodland and individual trees
• 0.014ha of introduced shrub.
• 0.010ha of modified grassland

The proposals result in:
• 0.006ha of developed land, sealed surface which includes the area of the proposed extensions and rework of the existing building

Proposed habitat enhancements include a total of 0.040ha of modified grassland within the site to be enhanced from poor condition to good condition through the repair of damaged areas with a flowering lawn mix or similar, to increase the average sward diversity to >6 species per meter square.

Enhancement measures shall result in the delivery of **0.17** habitat units.

Once all retention, enhancement and habitat creation measures are taken into the account, the scheme currently results in the delivery of **0.77** Habitat Units, resulting in a net increase of **0.08** units and a **11.94%** change in Habitat Units.

Conditions will be attached for the BNG plan and a 30 year management plan to accord with policy. The informative will also be attached indicating the separate statutory provision of the Biodiversity Net Gain Plan.

Transport

The site is within a highly sustainable location and has a car park to the north. The new glazed link and extensions are to modernise the building and provide a more inclusive building. The atrium will provide circulation space only, the additional floor space of the extensions is not expected to increase vehicle movements significantly bearing in mind the community facilities sustainable location.

The LHA has requested a condition to provide cycle parking facilities.

Recommendation

APPROVE subject to Conditions: -

1. Drawing Numbers
2. Standard time limit
3. Details of the tint, lighting and extent and sustainable properties of the glazing film and atrium to be provided.

4. Details of materials
5. Hours of construction
6. In accordance with BNG Plan
7. BNG Management
8. Landscaping and tree protection
9. No additional lighting
10. Details of kitchen extraction to be provided.
11. Hours of use of the hall and garden including acoustic music
12. Use of the garden
13. Windows and doors
14. Cycle parking

Informative:

The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

BNG Plan Informative

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

Case Officer: Jackie Fox Date: 13.05.26

Authorised by: Louise Prew Date: 18/05/2026