

Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk



Application for Removal or Variation of a Condition following Grant of Planning Permission or Listed Building Consent

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)	Northing (y)
521658	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

BN436RE

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

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)

05

Has the development already started?

- ☐ Yes
☒ No

Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

The proposed new doorway, constructed at an existing window opening in the New Road elevation, giving access to the cycle/refuse store will enable the full restoration of the existing Edwardian stair by removing the need for a new internal lobby that would be necessary to satisfy the requirements of the Building Regulations relating to the stair's status as a protected stairway. The stair's designation as a protected stairway also necessitates the blocking of the window to the half landing sited in the stair enclosure's East elevation due to its proximity to front elevation glazing of the adjacent house.

If you wish the existing condition to be changed, please state how you wish the condition to be varied

- (a) Construction of new doorway at existing window opening giving access to the cycle/refuse store, and
- (b) blocking of window to half landing in carefully matched brickwork.

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

General

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

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?
E.g. All the land is owned by a single individual

- ☐ Yes
- ☒ No

☒ Yes

☐ No

I certify/ The applicant certifies that:

- * "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.
- ** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant: ***** REDACTED *****
House name: St Mary De Haura Parish Office
Number: 1
Suffix:
Address line 1: New Road
Address Line 2:
Town/City: Shoreham-by-Sea
Postcode: BN43 6RA
Date notice served (DD/MM/YYYY): 23/01/2026
Person Family Name:

☒ The Applicant
☐ The Agent

Title

Mr

First Name

M.

Surname

Farrell

Declaration Date

23/01/2026

☒ Declaration made

Declaration

I/We hereby apply for Removal/Variation of a condition 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

25/08/2026