

Development Management – Delegated Officer Report

Application Number: AWD/0676/26 Recommendation: APPROVE

Site: 40A High Street Worthing West Sussex BN11 1LL

Proposal: Listed Building Consent for replacement of 3no. timber sash windows and repair of 3no. timber sash windows

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Date of Site Visit: 16/07/2026

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site is located on the eastern side of High St and contains a three-storey building with commercial at ground floor and residential above.

The building is listed with the following formal entry:

*1. HIGH STREET 5406 (East Side) No 40 (including No 40A) TQ 1502 NW 5/43 II GV
2. Early C19. 3 storeys. 1 window. Curved front on 1st and 2nd floors with 3 light windows in it. Stuccoed. Long and short quoins. Cornice. 6 panel moulded door. Modern shop front.*

Nos 40 to 44 (even) including No 40A form a group

The site is within Worthing town centre within the High St character area.

The surrounding area is characterised by a dense town-centre grain, with a mix of commercial, retail and upper-floor residential or ancillary uses, together with a number of nearby listed buildings and buildings of historic townscape interest. The building forms part of a group with the adjoining even-numbered properties at 40 to 44 High Street, and its significance is therefore experienced both as an individual listed building and as part of the wider historic street scene.

Proposal

The proposal seeks planning and listed building consent for works to the front elevation timber sash windows serving the first and second floor accommodation. The

submitted information sets out a repair-first approach, with the existing sash boxes retained and repaired where possible, localised timber repairs undertaken to sound fabric, and replacement sashes introduced only where existing elements are beyond practical repair. The first floor sashes to windows 1A, 1B and 1C are proposed to be replaced to match the more original second floor detailing, including 18mm glazing bars, bevelled meeting rails, traditional putty glazing, single glazing and a white painted timber finish. At second floor level, windows 2A and 2B are proposed for retention and repair unless further opening-up confirms that like-for-like replacement is unavoidable, while window 2C is proposed for like-for-like replacement due to decay.

Relevant Planning History:

None relevant

PREAPP/0012/26: Window replacement advice.

Consultations

Heritage Consultant:

No objection - harm is negligible or mitigated

The principal heritage interest engaged by the proposal is the contribution made by the front elevation sash windows to the special architectural and historic interest of the Grade II listed building. The upper-floor fenestration is an important component of the building's polite early nineteenth-century character, and its value lies not only in the external appearance of the sash windows but also in their construction, proportions, joinery profiles, glazing bar dimensions, meeting rail details, putty glazing, painted timber finish and surviving historic fabric. The windows also contribute to the wider group and street scene value of this part of High Street.

In principle, a conservation-led programme of repair to the existing sash windows is supported. The submitted Design and Access Statement states that the works are intended to follow a repair-first approach, with the existing box frames retained and repaired where possible and replacement limited to elements that are beyond practical repair. This approach is consistent with the conservation objective of retaining historic fabric and securing the long-term maintenance of the listed building.

The revised supporting information provides an important distinction between the first and second floor windows. The first floor sashes are described as non-original, with overly wide glazing bars, altered or missing glazing bar arrangements, rebated meeting rails and other details that do not match the more refined second floor joinery. Their replacement with new timber sashes based on the more original second floor details would therefore have potential to restore a more appropriate historic appearance to this part of the listed frontage, provided the new joinery is accurately detailed, traditionally glazed and finished. Greater caution is required in relation to the second floor windows, which appear to retain earlier and more significant joinery details, including slimmer glazing bars and bevelled meeting rails. The submitted

details identify windows 2A and 2B for retention and repair, with like-for-like replacement only if full access demonstrates that repair is not practical, while window 2C is proposed for replacement due to decay. This distinction is appropriate in heritage terms, but any replacement of second floor fabric must be strictly limited to those elements that are demonstrably beyond repair following close inspection.

It is also acknowledged that large-scale joinery details have been submitted with the application, including proposed profiles for glazing bars, rails and meeting rails. These details provide a useful basis for assessing the acceptability of any replacement joinery and reduce the need for further generic joinery submissions, provided the works are carried out strictly in accordance with the approved details. The key outstanding control therefore relates not to the form of the replacement joinery in principle, but to the evidential threshold for replacing second-floor historic fabric where repair may still be achievable.

The proposal would result in some loss of fabric, particularly through the replacement of sash elements, and this gives rise to harm to the significance of the listed building. However, on the basis of the submitted information, that harm would be limited and would fall at the lower end of less than substantial harm, subject to the works being carefully controlled. The harm is partly mitigated by the repair-first methodology, the retention and repair of sash boxes where possible, the use of traditional materials and methods, and the stated intention to reinstate more appropriate sash detailing to the non-original first floor windows.

It is therefore recommended that the works are not treated as an unconditional approval of wholesale sash replacement. Any consent should be tightly controlled to secure the submitted large-scale joinery details, materials, glazing, putty, profiles and painted finish, and to require a specific repair-first inspection process for the second-floor windows. This should include a clear requirement that historic fabric is retained wherever repair is practical, with second-floor replacement agreed only where decay or failure is confirmed following close access and opening-up.

Neighbour Representations

None

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5, DM24
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG 'Extending or Altering Your Home' (WBC)

Planning Assessment:

Listed building consent

Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 confers a statutory duty to LPAs when considering whether to grant listed building consent, to

have special regard to the desirability of preserving the listed building or its setting or any features of special architectural or historic interest which it possesses.

Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 confers a statutory duty to LPAs when considering whether to grant planning permission, to have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.” Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 confers a statutory duty to LPAs when exercising planning functions, to pay special attention to the desirability of preserving or enhancing the character or appearance of that area.”

The LPA's duties are reinforced within Section 16 of the NPPF, Heritage assets range from sites and buildings of local historic value to those of the highest significance, such as World Heritage Sites which are internationally recognised to be of Outstanding Universal Value. These assets are an irreplaceable resource, and should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations.

As such, when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance. Other elements held within Section 16 will also be considered as will Local Policy.

As set out in the conservation officer's comments above, the applicant has proposed to repair the windows where possible following pre-application advice provided by the LPA. The conservation consultant concluded their assessment as follows:

Subject to the above controls, the proposal is considered to preserve the special architectural and historic interest of the listed building in accordance with the statutory duty under Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990, which requires special regard to be had to the desirability of preserving the building, its setting and any features of special architectural or historic interest which it possesses. The limited harm arising from replacement of fabric is considered to be at the lower end of less than substantial harm and, with the proposed conditions, would be adequately mitigated and outweighed by the conservation benefits of securing appropriate repair, reinstatement of more authentic sash detailing and the long-term maintenance of the designated heritage asset.

The proposal is therefore considered acceptable having regard to Section 16 of the National Planning Policy Framework, including paragraphs 212, 213 and 215, and to Worthing Local Plan policies DM23 and DM24, which seek to conserve and enhance the historic environment, ensure high quality works affecting heritage assets, and support the reinstatement or replication of appropriate original features where this preserves the significance and character of listed buildings.

Planning permission

Visual Amenity

The proposed replacement windows will include a sympathetic repair and replacement which will be appropriate for the building and wider streetscene. There will be no adverse impact on visual amenity.

Residential Amenity

There are no changes to the windows proposed in terms of scale and therefore there will be no adverse impact on residential amenity. The proposed replacement and repaired windows will provide better thermal comfort for the occupiers of the flat which is supported.

Recommendation:

APPROVE full application subject to condition(s):-

1. Drawing Numbers
2. Standard time limit

APPROVE listed building consent subject to conditions:

1. Time limit
2. Prior to any replacement of second-floor sash elements 2A or 2B, the relevant windows shall be fully inspected following safe close access, and a written schedule of condition, supported by clear annotated photographs, shall be submitted to and accepted in writing by the Local Planning Authority. The schedule shall identify which elements are capable of repair and which, if any, are beyond practical repair. Sashes 2A and 2B shall not be replaced unless its replacement has first been accepted in writing by the Local Planning Authority. All retained elements shall be repaired, and any accepted replacement elements shall match the approved large-scale joinery details, materials, glazing, putty, profiles and painted finish.
Reason: To ensure any replacement of historic fabric is clearly and convincingly justified in accordance with paragraph 213 of the NPPF
3. Protect listed building
4. Make good any damage

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: Louise Prew Date: 17/08/2026

Authorised by: Jo Morin Date: 17.08.2026