Consolidated Supporting Statement

Planning Application: Change of Use – Domestic Garage to Catering Preparation Kitchen
Site Address: No. 7 Farncombe Road, Worthing
Applicants / Business Operators: Elizabeth Caton & Charlotte Caton (EC Food and Wine Limited)
Agent: Target Catering Equipment
Date: December 2025

1. Purpose of This Statement

This statement consolidates information previously submitted in support of the application, including: the original supporting statement (12/08), email responses dated 30/10, clarification email dated 18/11, and the additional notes and form amendments dated 19/11. It is intended to provide a clear, single narrative explaining the nature, scale, and intensity of the proposed use.

2. Nature of the Commercial Catering Use

EC Food and Wine Limited is a small, established catering business specialising in canapés, mains, and desserts, predominantly for weddings and private events. All events take place off-site. The premises will be used solely as a food preparation kitchen; there is no retail or public-facing use.

3. Hours of Operation

The kitchen will be used on weekdays only, as events generally take place at weekends. Typical operating hours are: • Tuesdays & Wednesdays: 9:00 a.m. – 5:00 p.m. • Thursdays & Fridays: 8:00 a.m. – 8:30 p.m. Hours vary depending on event size but do not exceed those stated above.

4. Connection to the Dwelling & Business Operators

No. 7 Farncombe Road is owned and occupied by the applicants' parents. The business is operated solely by their two daughters, Elizabeth and Charlotte Caton, who have worked together as caterers for over twelve years. There are no employees and no third-party operators involved.

5. Previous Business Operation

The business has successfully operated for twelve years from a commercial kitchen installed within an outbuilding at Pond House, Isfield, East Sussex, TN22 5TY. During this time there have been no complaints regarding noise, odour, or disturbance, demonstrating the low-impact nature of the operation.

6. Cooking Methods & Odour Control

Cooking is limited to hob and oven use only, including baking, roasting, and sauce preparation. There are no fryers and no high-grease cooking processes proposed. These methods are consistent with the submitted DEFRA Risk Assessment, which demonstrates how any potential odour or grease will be mitigated through appropriate ventilation and filtration.

7. Deliveries & Transport

Deliveries relate solely to food ingredients and supplies. During the busiest summer period, there may be a maximum of four deliveries per week, typically on Wednesdays, Thursdays, or Fridays. Each delivery lasts approximately 5–10 minutes. Prepared food deliveries to event venues are seasonal and undertaken by the business operators using a small van, parked on-site only on delivery days. The operators live approximately a five-minute walk from the premises and therefore do not commute by vehicle.

8. Client Visits & Food Tastings

The kitchen is primarily used for food preparation. Occasional food tastings take place strictly by appointment only, typically involving couples (two people at a time). Tastings occur predominantly in the autumn and winter months, with a maximum frequency of two tastings every three weeks, each lasting approximately one hour.

9. Local Context & Intensity of Use

The site is located on a road that also accommodates a care home, two children's nurseries, and a probation office. Given the limited number of visitors, deliveries, and the seasonal nature of the business, the level of activity is considered comparable to or less than existing uses within the area.

10. Bin Storage

Bin storage will be relocated away from the site frontage in recognition of the site's sensitive conservation area setting. The preferred location is to the north side of the building, close to the garage operation, where bins can be screened by mature shrubbery and enclosed within a temporary timber structure to match the proposed frontage. Should this not be acceptable, bins can alternatively be located further along the side of the building behind the side gate. A revised bin storage drawing will supersede drawing no. 19243-L-2.

11. Drawing Clarification – South Elevation

Glazing shown on the south elevation drawings and section (drawings 19243 v2 and A.201) is incorrect. Revised drawings will show only the existing blocked-up window and no additional glazing.

12. Ownership & Application Details

The application has been amended to correctly list the business operators as the applicants. The ownership certificate has been updated to Certificate B, and the required Notice (Form P2) has been served on the property owners.

13. Conclusion

The proposed use represents a low-intensity, small-scale, and seasonal catering preparation business. The operation has a proven track record of minimal impact, is tightly controlled, and has been designed to respect the residential character and conservation setting of the area.