

MONITORING & IMPLEMENTATION

MONITORING AND IMPLEMENTATION

10

10.1. The Parish Council is the official body responsible for the Neighbourhood Plan. It established a Working Group – comprising councillors and residents - to lead on its development of the Plan. Once the Plan has been 'made', the work of the Working Group effectively comes to an end. There are, however, a series of actions that will need to be undertaken,

not least the early review of the Plan, and for this reason, the Parish Council might consider extending the role of the Working Group. This could include the same members or provide an opportunity for new members to join.

10.2. Specific actions that will need to be undertaken are as follows:

- Pursuing the Non-Policy Actions detailed in Section 11 of this document;
- Commenting on planning applications or consultations relating to the Area;
- Monitoring the application of the policies to ensure they have been applied consistently and interpreted correctly in response to planning applications;
- Maintaining a dialogue with Horsham District Council regarding the timing and content of the emerging Local Plan; and
- Undertaking an early review of the Billingshurst Neighbourhood Plan and its policies to take into account the Local Plan review. This is likely to include the allocation of development sites.



10.3. Billingshurst is expecting considerable new development in the Neighbourhood Area and some of this could potentially deliver to the local community a significant amount of funding from the Community Infrastructure Levy (CIL). With a 'made' (adopted) Neighbourhood Plan, the local community will benefit from an uplift in the level of CIL received, from 15% (capped at £100 per existing property) to an uncapped 25% of CIL receipts from the Billingshurst Neighbourhood Area.

10.4. An additional action, therefore, that the Parish Council will undertake, is to set out a Spending Priority Schedule for developer contributions to be spent on.

“
BILLINGSHURST
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”

NON-POLICY ACTIONS

NON-POLICY ACTIONS

Table 11.1 below identifies a series of actions that have arisen through the community engagement in preparing the Neighbourhood Plan. These were considered by the community to be important matters but do not necessarily require planning permission. As such, they are not the subject of planning policies in the Neighbourhood Plan. These non-policy actions will be reviewed in line with the rest of the Neighbourhood Plan as part of the Local Plan Review, to take account of changing circumstances and community aspirations.

No.	Issue	Possible actions	Lead agencies and partner (see key)
Community Infrastructure			
1	There is a lack of youth facilities in the parish	There is planning permission for a new youth facility – The Eye Project for which funding is being amassed. This can be used to inform discussions with developers bringing forward developments and CIL expenditure/ funding applications	BCP, PC, HDC, WSCC, developers, local youth groups
2	There is a lack of provision of playgrounds (for all age groups) and the quality of some existing ones needs upgrading	Undertake an audit of the quality of existing playgrounds in the parish, based on standards set out in HDC’s Sport, Open Space and Recreation Assessment, 2014.	PC, HDC
3	There will be a need to modernise the Jubilee Fields Pavilion during the lifespan of the Plan.	Consider potential future uses and sources of income to enable the modernisation of the facility.	PC, BSRA
4	Lack of adequate medical provision	Work with the Coastal West Sussex Clinical Commissioning Group to secure adequate health provision and capacity in Billingshurst.	PC, CCG, WSCC
5	Lack of school provision	Work with West Sussex County Council to secure improved education and capacity in Billingshurst.	PC, WSCC

No.	Issue	Possible actions	Lead agencies and partner (see key)
Character and Environment			
6	There is a desire locally to explore opportunities for community energy scheme	Engage with partners to explore options for the development of a community energy scheme, which may be further detailed in the early review of the Neighbourhood Plan.	PC, local residents, HDC, landowners
7	The ambition to enhance the range and quality of public art	Identify key locations where public art would enhance the public realm and engage with the community about the type of installation that would be appropriate.	PC
Transport and Movement			
8	There is insufficient car parking at the station	Discuss options for provision of additional parking with key partners, exploring data available to back up need.	PC, Network Rail, Southern Rail, Arun Valley Rail Users
9	Lack of short stay parking spaces in the High Street	Work with partners to identify potential new short stay spaces.	PC, Local businesses, HDC, WSCC
10	Parking problems around Tesco/ pharmacy	Work with WSCC Highways to explore parking solutions.	PCC, WSCC
11	Lack of street cleaning in areas causing road markings to be obscured	Liaise with HDC to explore ways to improve frequency of targeted street cleaning.	PC, HDC

No.	Issue	Possible actions	Lead agencies and partner (see key)
12	Current foot/cycle path and road network requires improvements including infrastructure.	<p>Work with partners, including neighbouring parishes and schools, to identify where foot and cycle path improvements can be made and seek to address these. Potential projects include:</p> <ul style="list-style-type: none">• Broomfield Drive to Brookers Road to railway station: creation of a cycle track.• Coombe Hill into Jengers Mead: a feasibility study could be undertaken on installing lighting for users' convenience and safety,• Little East Street to High Street: creation of a cycle track.• Hilland roundabout to Parbrook roundabout ('running track'): upgrade surface.• Natts Lane to Myrtle Lane ('Cinder Path'): creation of a cycle track.• Rowan Drive to Jubilee Fields: creation of a cycle track.• Widening footpaths near to schools• Station Road - parked cars on station Road present obstructions. Potential to add yellow lines to cause cars to use Myrtle Lane car park.• Lorries present a threat to the safety of young children as drivers cannot see children close to their vehicles. Opening Marringdean Road to Lorries would help to alleviate this problem.• The Warning Signs of close school proximity are insufficient. Signs to show a school is very	PC, local footpath groups, neighbouring parishes, WSCC PRoW team, WSCC Highways, local schools

No.	Issue	Possible actions	Lead agencies and partner (see key)
		<p>close would alert drivers.</p> <ul style="list-style-type: none">• Speed signs on the High Street - the 20 mph zone could be extended to include the High Street where the children use the zebra crossing and more 30mph signs needed on this top part of high Street / Alicks Hill where many pupils cross.• Top of the High street/Alicks Hill - the addition of traffic calming as on the lower part of Alicks Hill as it connects to the 'By-pass' would discourage speeding.	
13	Current foot/ cycle path network requires extensions.	<p>Identify areas of the PRoW network where extensions would help to connect the parish to settlements and features beyond, In particular:</p> <ul style="list-style-type: none">• Route to Wisborough Green• Route to The Downs Link bridleway• Route to the South Downs• Route to the Wey South footpath <p>Consider provision of a new footpath on the east side of Alicks Hill, from the top of Station Road to the Weald Secondary School.</p>	<p>PC, local footpath groups, neighbouring parishes, WSCC PRoW team</p> <p>PC, landowners, local schools, WSCC PRoW team</p>
14	Enforcement of drainage management agreements	<p>Work with relevant partners to ensure that drainage management agreements are monitored and enforced.</p>	PC, water companies, Environment Agency

No.	Issue	Possible actions	Lead agencies and partner (see key)
Housing			
15	Need to consider implications of Local Plan review on the parish, particularly in relation to housing need.	Undertake an early review of the Neighbourhood Plan once the review of the Horsham District Planning Framework 2015 has established a new spatial strategy for the district. This will take into account the future housing requirements across Horsham district and will set out a strategy for delivering Billingshurst's contribution towards this housing requirement.	PC, HDC
Economy			
16	Need for a Billingshurst-focussed group within the wider Chamber of Commerce, exploring local economic issues.	Chamber of Commerce – to create a new sub-committee focussing just on Billingshurst.	PC, local businesses, Chamber of Commerce
17	The High Street is traffic-heavy	Explore opportunities to part-pedestrianisation Billingshurst High Street. Explore the possibility to pedestrianise parts of the High Street to encourage greater footfall and a safer pedestrian environment. Encourage other forms of transport into the village centre.	PC, local businesses, HDC, WSCC
18	HGVs and other large vehicles regularly using residential streets and High Street for access	Explore options to identify alternative commercial land that could assist in the eventual relocation of existing commercial businesses away from inner village locations.	PC, HDC, local businesses, landowners

No.	Issue	Possible actions	Lead agencies and partner (see key)
18	HGVs and other large vehicles regularly using residential streets and High Street for access	Explore options to identify alternative commercial land that could assist in the eventual relocation of existing commercial businesses away from inner village locations.	PC, HDC, local businesses, landowners
19	Need for additional flexible office/business space	Identify existing vacant premises, particularly in Billingshurst Village Centre, and explore the potential for their re-use – either on a permanent or temporary basis – as co-working/start-up commercial business space.	PC, Chamber of Commerce, local agents, local businesses
20	Opportunity to promote Billingshurst as a visitor destination	Explore options to develop a tourism website for Billingshurst (and associated material as necessary). This might include identifying a local space, in the High Street for instance, for use as a visitor information point (at the very least static information display).	PC, local businesses, Tourism South East, West Sussex Tourism Partnership

Table 11.1: Non-policy actions

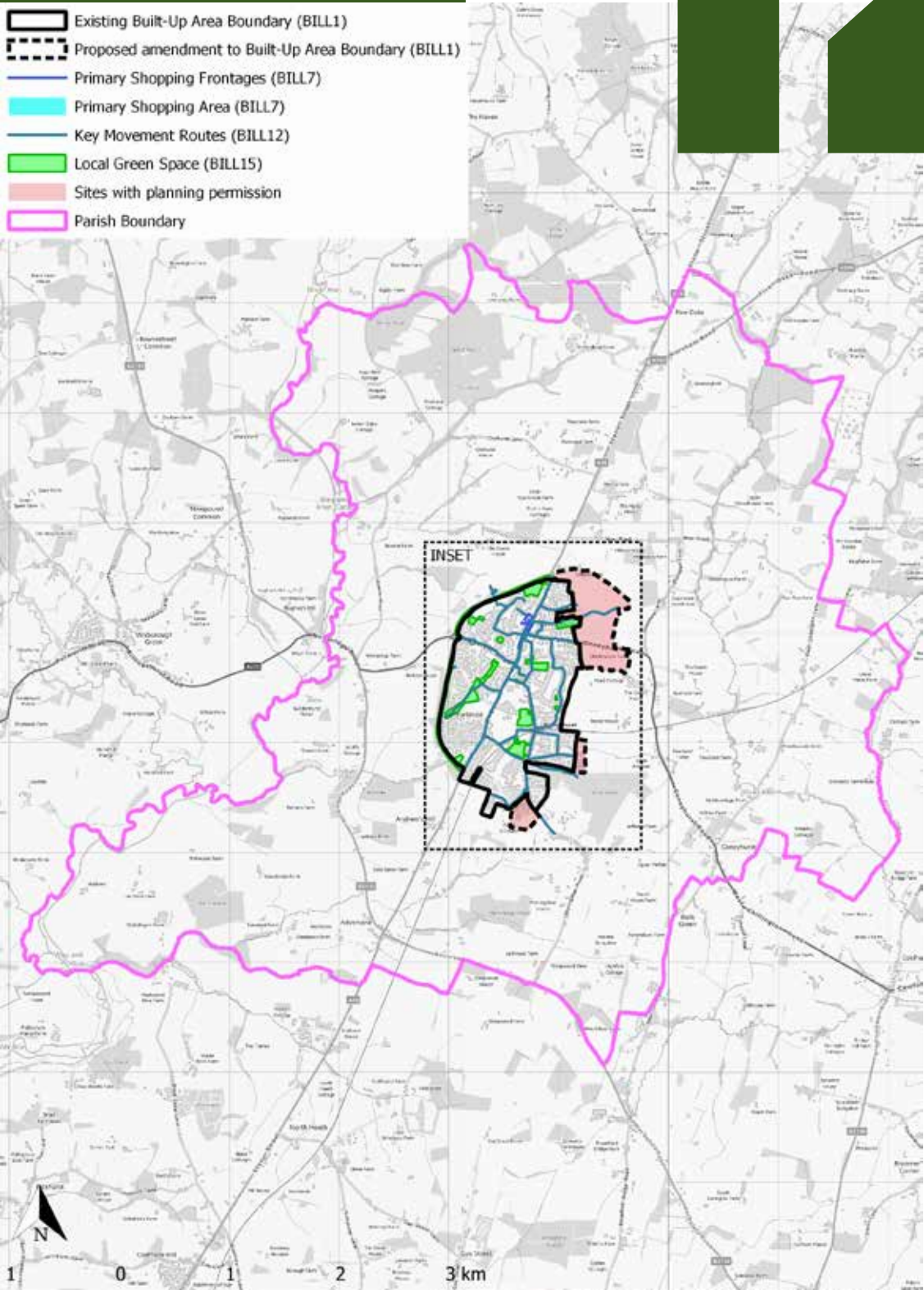
Key

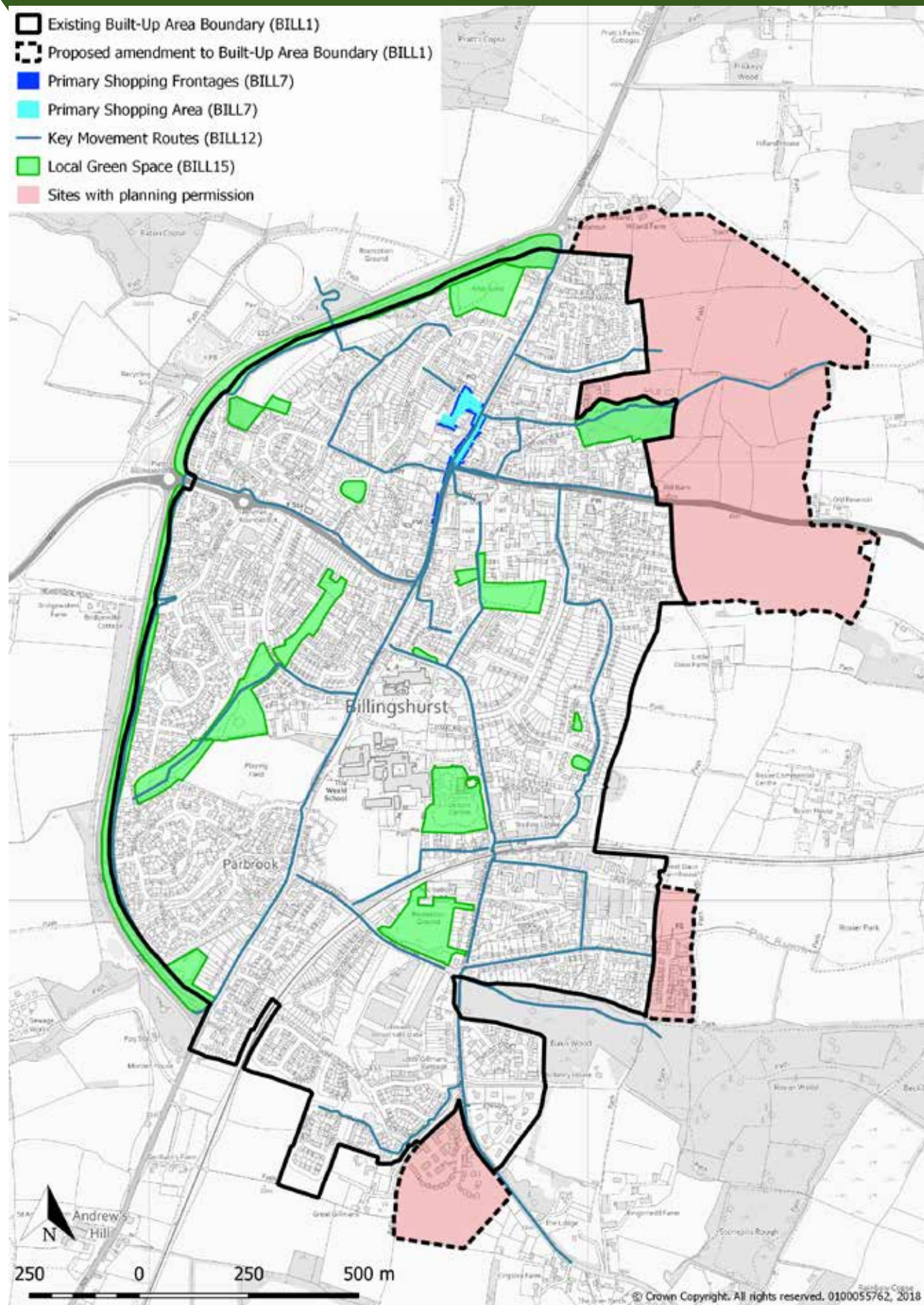
- BSRA: Billingshurst Sports & Recreation Association
- BCP: Billingshurst Community Partnership
- CCG: Clinical Commissioning Group
- HDC: Horsham District Council
- PC: Parish Council
- PRoW: Public Rights of Way
- WSCC: West Sussex County Council

Policy Map 1:
Parish-wide map

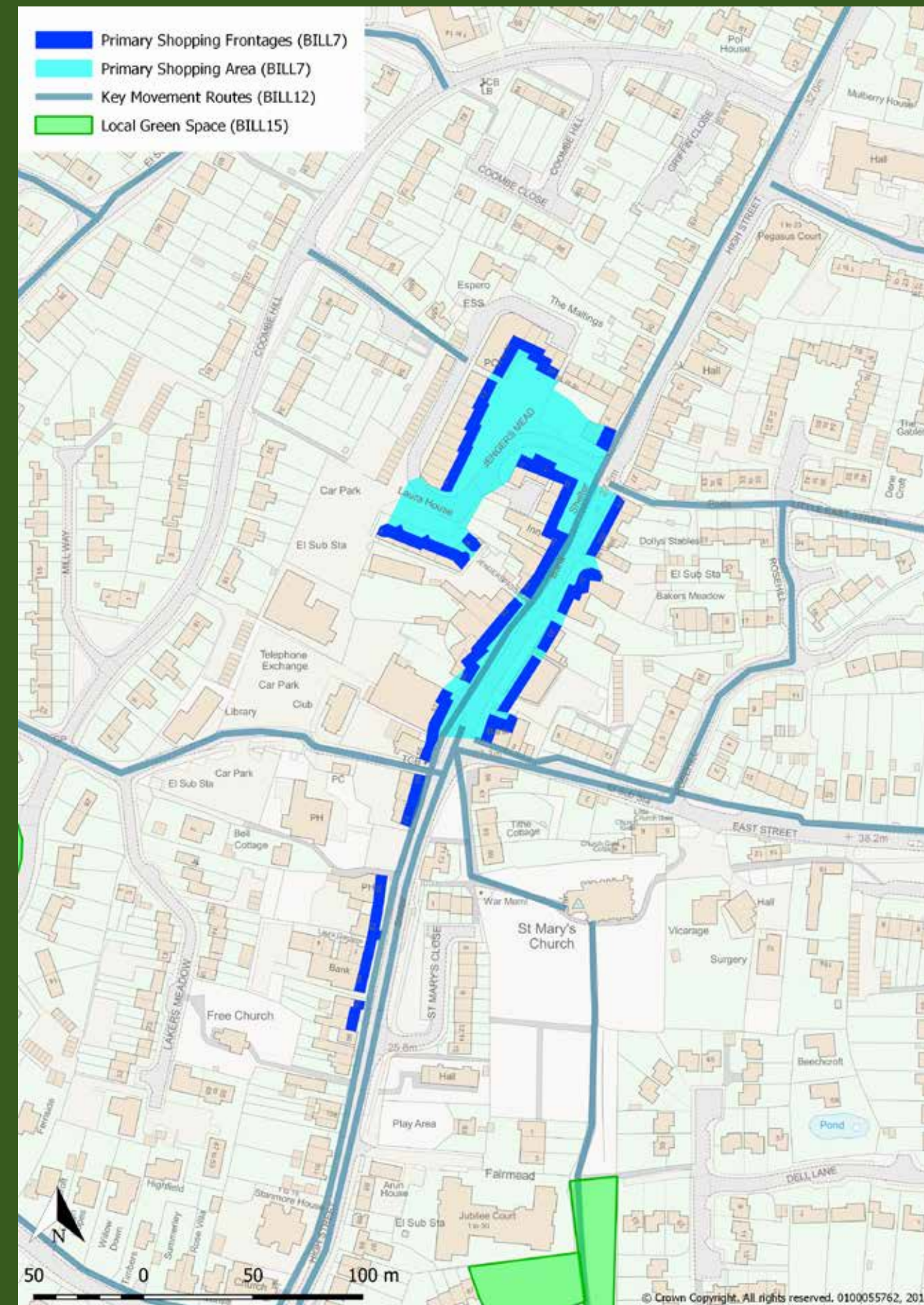
12

POLLICIES MAPS





Policy Map 2: Inset A



Policy Map 2: Inset B

GLOSSARY

- **Active frontages** - Refers to street frontages where there is an active visual engagement between those in the street and those on the ground and upper floors of buildings. This quality is assisted where the front facade of buildings, including the main entrance, faces and opens towards the street. Ground floors may accommodate uses such as cafes, shops or restaurants. However, for a frontage to be active, it does not necessarily need to be a retail use, nor have continuous windows. A building’s upper floor windows and balconies may also contribute to the level of active frontage. Active frontages can provide informal surveillance opportunities and often improve the vitality and safety of an area. The measures of active frontage may be graded from high to low activity.
- **Affordable housing** - Social rented, affordable rented, shared equity and intermediate housing, provided to eligible households whose needs are not met by the market.
- **Built-up Area Boundaries (BUAB)** - These identify the areas in the district of primarily built form, rather than countryside. They identify areas within which development of brownfield land may normally be appropriate, including infilling, redevelopment and conversions in accordance with Government Policy and Guidance (NPPF and NPPG). They do not include a presumption for the development of greenfield land such as playing fields



“
BUILT-UP AREA
BOUNDARIES (BUAB)
- THESE IDENTIFY
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BUILT FORM, RATHER
THAN COUNTRYSIDE.
”

- and other open space. Identified built-up area boundaries do not necessarily include all existing developed areas.
- **Change of Use** - A change in the way that land or buildings are used (see Use Classes Order). Planning permission is usually necessary to change a “use class”.
 - **Community Infrastructure Levy (CIL)** - The Community Infrastructure Levy is a levy that local authorities in England and Wales can choose to charge on new developments in their area. The money can be used to support development by funding infrastructure that the council, local community and neighbourhoods want - for example, new or safer road schemes, park improvements or a new health centre. There are several stages in the introduction of this levy, including consultation on the levy of charge proposed on new development. The charging schedule goes through independent examination before being adopted by the Council and applied to new development.
 - **Conservation area** - an area of notable environmental/ heritage/ historical interest or importance which is protected by law against undesirable changes.

- **Local Plan** - Local Plans set out a vision and a framework for the future development of the area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure – as well as a basis for safeguarding the environment, adapting to climate change and securing good design for the area they cover. They are a critical tool in guiding decisions about individual development proposals, as Local Plans (together with any Neighbourhood Development Plans that have been made) are the starting-point for considering whether applications can be approved. It is important for all areas to put an up to date Local Plan in place to positively guide development decisions. The Local Plan for Horsham District is called the Horsham District Planning Framework (HDPF).
- **National Planning Policy Framework (NPPF)** - the national planning policy document which sets out the Government's planning policies for England and how these are expected to be applied.
- **Natural Play** - The idea behind a nature play space is that, instead of the standard, cookie-cutter metal and plastic structures that make up the bulk of today's playgrounds, people can incorporate the surrounding landscape and vegetation to bring nature to children's daily outdoor play and learning environments.



- **Section 106 agreement** - A mechanism under Section 106 of the Town and Country Planning Act 1990 which makes a development proposal acceptable in planning terms that would not otherwise be acceptable.
- **Supplementary Planning Documents (SPD)** - Supplementary Planning Documents may cover a range of issues, both topic and site specific, which may expand policy or provide further detail to policies contained in a Development Plan Document, where they can help applicants make successful applications or aid infrastructure delivery.
- **Use Classes Order** - The Town and Country Planning (Use Classes) Order 1987 (As amended in 1995, 2005 and 2013) puts uses of land and buildings into various categories. Planning Permission is not needed for changes of use within the same use class.

APPENDIX A - PROFILE OF BILLINGSHURST

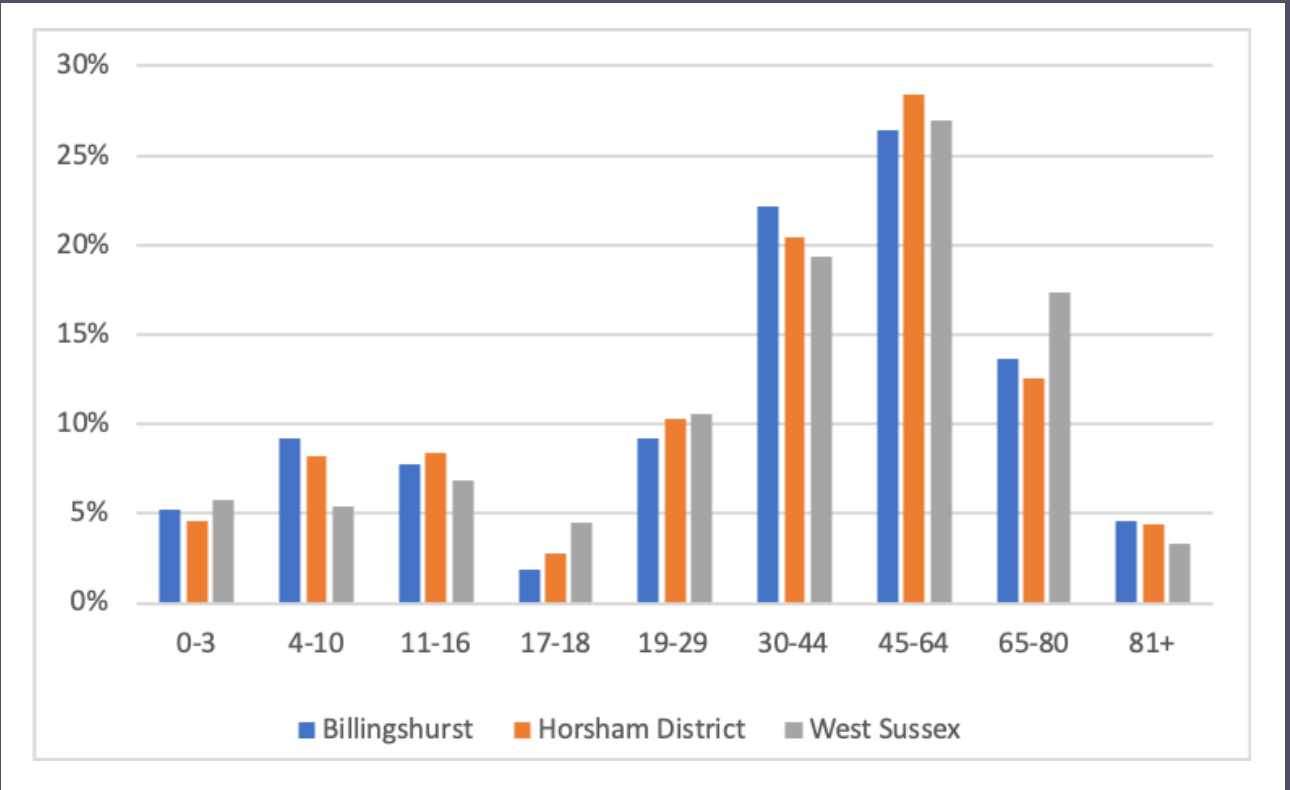


Figure A1: Population profile

- 1.1.

This section sets out a profile of Billingshurst today. Unless stated otherwise, statistics have been drawn from the 2011 Census.
- 1.4.

The parish has a high proportion of residents aged 30 to 44, suggesting it also is home to young families. This is supported by the high percentage of children under the age of 10. Providing amenities for young parents and children will assist in maintaining the community’s well-being in the future.

POPULATION

- 1.2.

Between 2001 and 2011, the population grew substantially, by 26% to 8,232 residents. This reflects the scale of development over this period.
- 1.3.

Figure A1 shows how the population of Billingshurst was broken down by age in 2011. It has a higher proportion of population aged 65 and above than Horsham District or West Sussex.

HOUSING

- 1.5. Figure A2 shows that there is a high proportion of semi-detached and detached properties in Billingshurst parish, but a comparatively low proportion of flats.
- 1.6. The size of homes available is fairly well balanced, with a predominance toward 3-bedroom properties, a typical size for semi-detached dwellings.

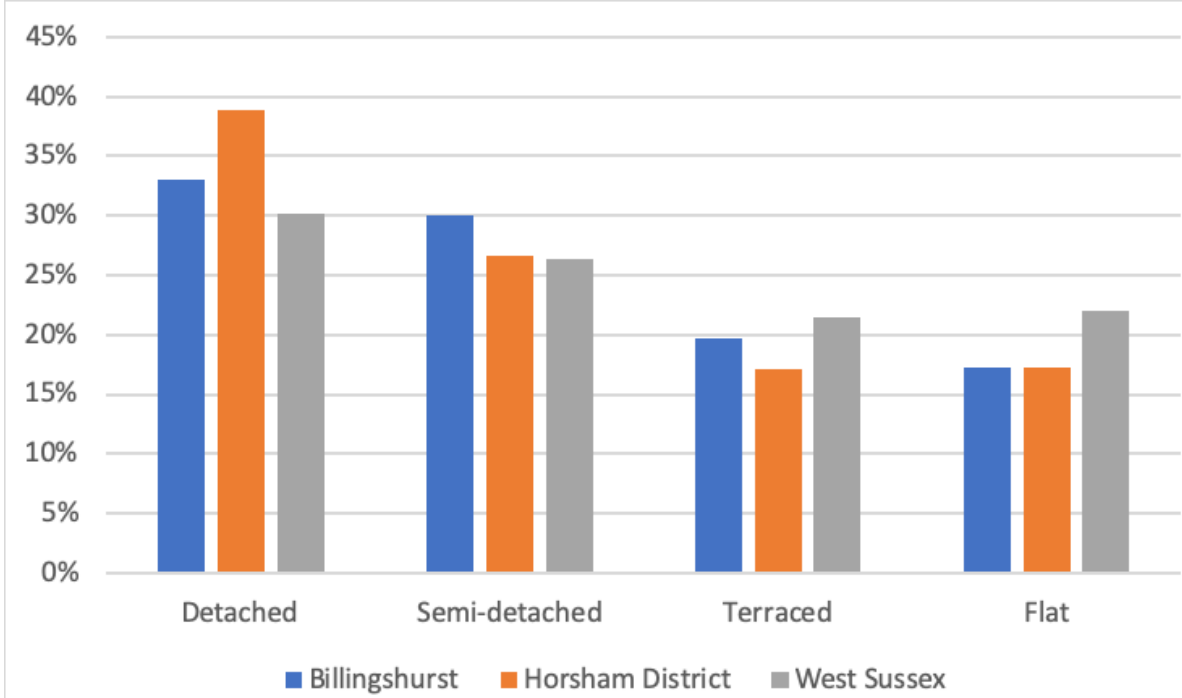


Figure A2: Type of dwelling

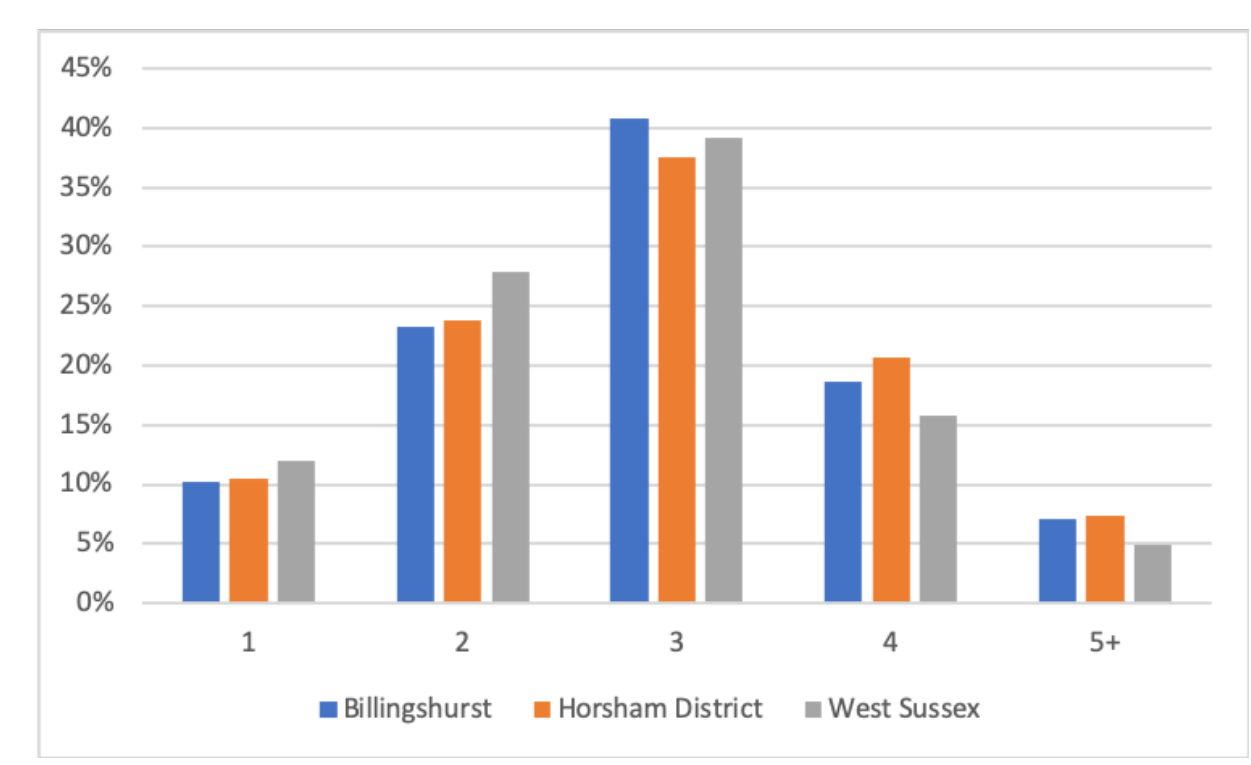


Figure A3: Number of bedrooms

WORK

- 1.7. Billingshurst has a high proportion of people aged 16 to 74 who are economically active (75%), well above the regional average of 72%. Figure A4 shows there are many self-employed people in the parish, many of whom do not have employees. This is perhaps not unusual for a rural area but suggests that the Plan might need to consider ensuring that the facilities to support these small businesses are in place, for instance small scale flexible workspace and meeting space to allow this sector to thrive. Provision of such facilities will also help to reduce the numbers of people commuting regularly by car.

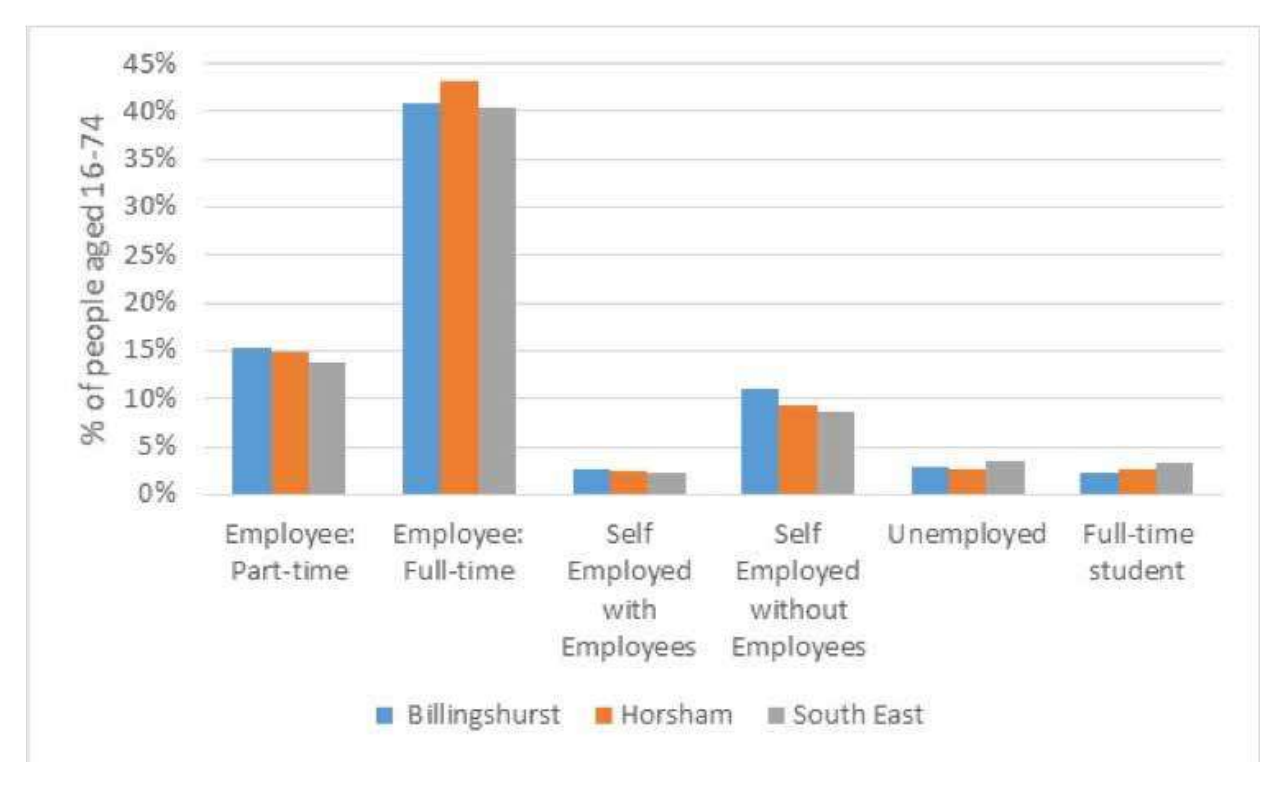


Figure A4: Economic activity

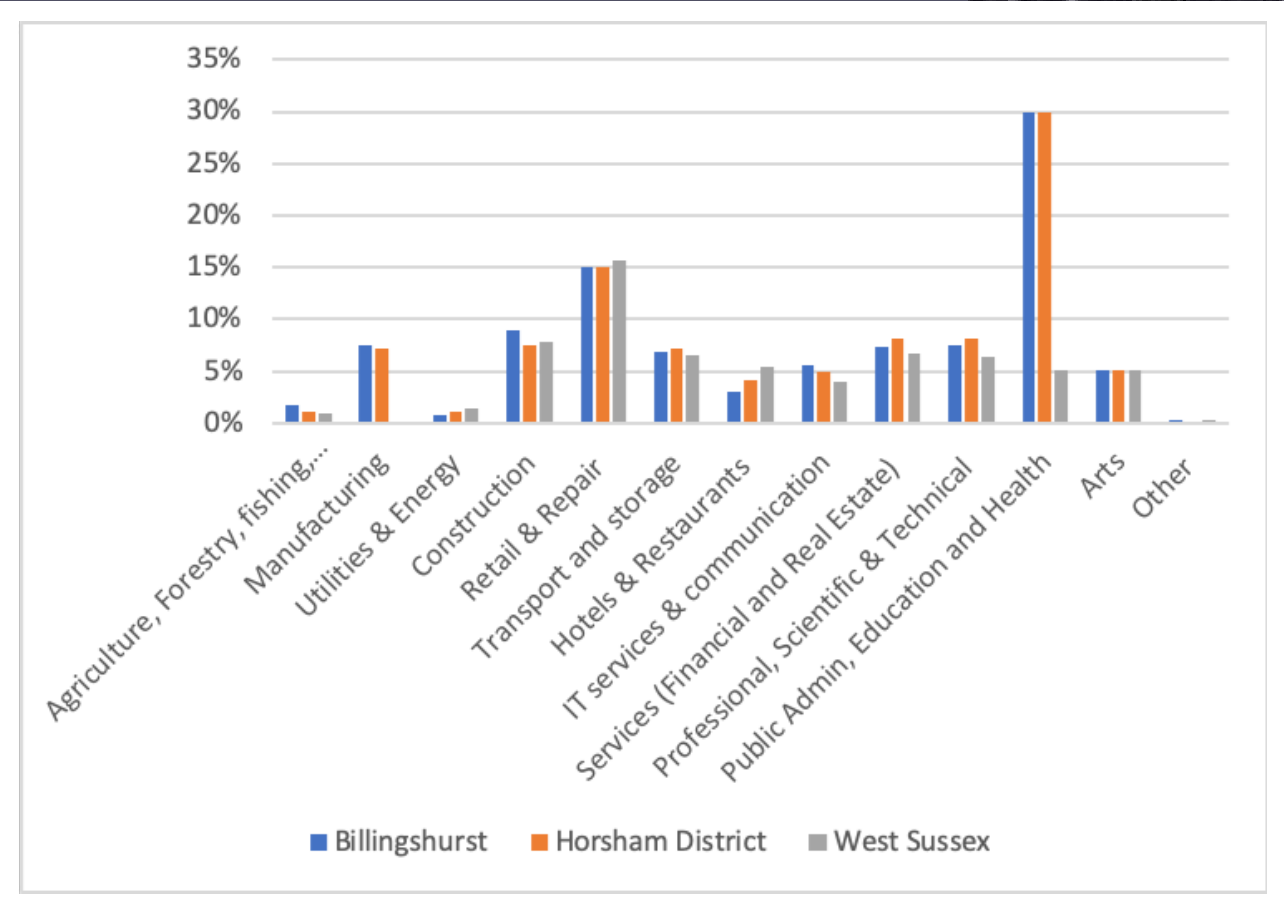


Figure A5: Industry of Billingshurst workers

1.8. Of the economically inactive population, there is an above-average number of retirees. This is not surprising given the age profile shown earlier.

1.9. Figure A5 shows that Billingshurst is strongly represented in public administration jobs but also in retail and repair, which is in line with the high proportion of part-time workers revealed in Figure 2.4. The parish is also reasonably well represented in higher value sectors such as IT and professional services.

1.10. Figure A6 shows that 31% of the population is educated to a Level 4 or above (degree level), which is relatively similar to district and regional levels. Those who are unqualified is slightly lower than levels for the South East region. However, levels of those unqualified or with Level 1 qualifications are slightly higher than Horsham District levels.

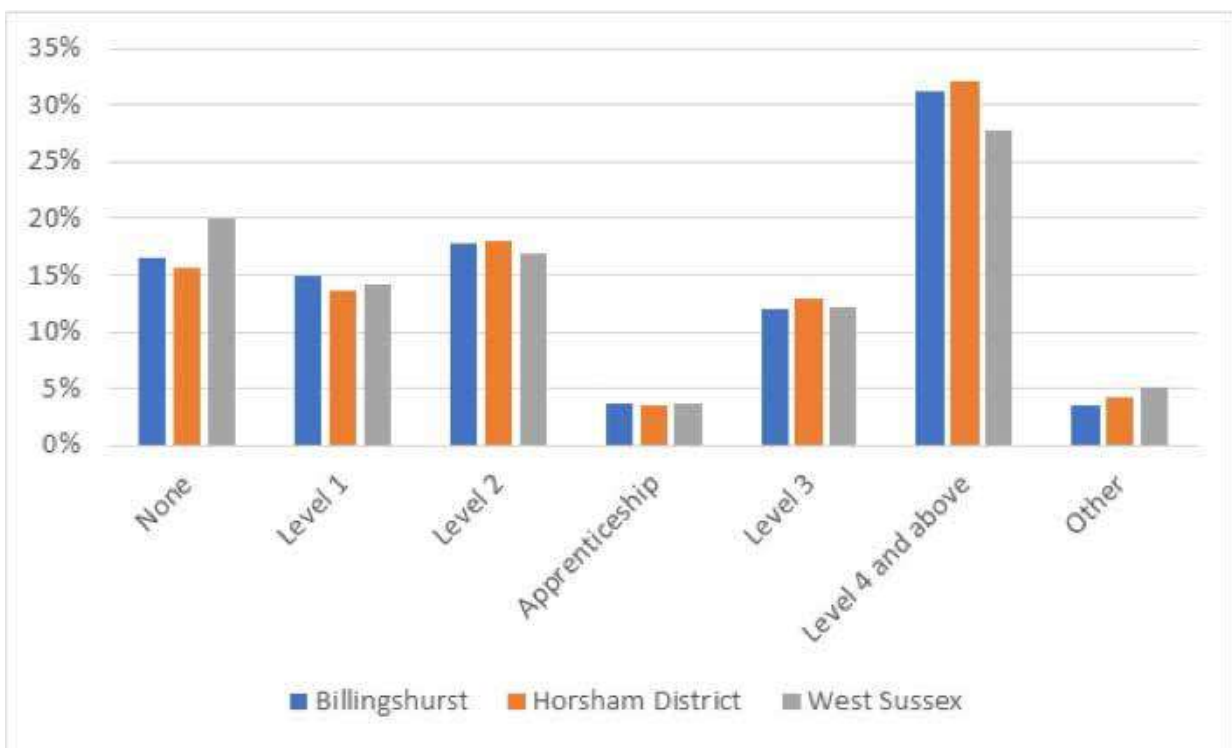


Figure A6: Highest level of qualifications

- Key:**
- Level 1: GCSE - grades 3, 2, 1 or grades D, E, F, G (or equivalent)
 - Level 2: GCSE - grades 9, 8, 7, 6, 5, 4 or grades A*, A, B, C (or equivalent)
 - Level 3: A level or equivalent
 - Level 4: Certificate of higher education (or equivalent)

“FIGURE A6 SHOWS THAT 31% OF THE POPULATION IS EDUCATED TO A LEVEL 4 OR ABOVE (DEGREE LEVEL)”

TRANSPORT AND MOVEMENT

1.11. Car ownership in Billingshurst is high, as illustrated in Figure A7, with 3,452 cars representing an average of 1.53 cars per household. This is in line with the Horsham district average but is well above the average for the South East (1.35 cars per household) and the national average (1.16 cars). Again this is not surprising given the rural nature of the parish, where reliance on the car is likely to be higher. It means, however, that there will be a need to ensure that the circa 12% with no access to a car are able to get around the parish with ease. This highlights the need for appropriate levels of car parking and more responsible parking.

1.10. Figure A6 shows that 31% of the population is educated to a Level 4 or above (degree level), which is relatively similar to district and regional levels. Those who are unqualified is slightly lower than levels for the South East region. However, levels of those unqualified or with Level 1 qualifications are slightly higher than Horsham District levels.

1.12. Figure A8 reveals that the vast majority of residents travel to work by car (over 50%). The number using the train is also above average, due to the presence of the train station in the village, which serves routes into several major employment destinations.

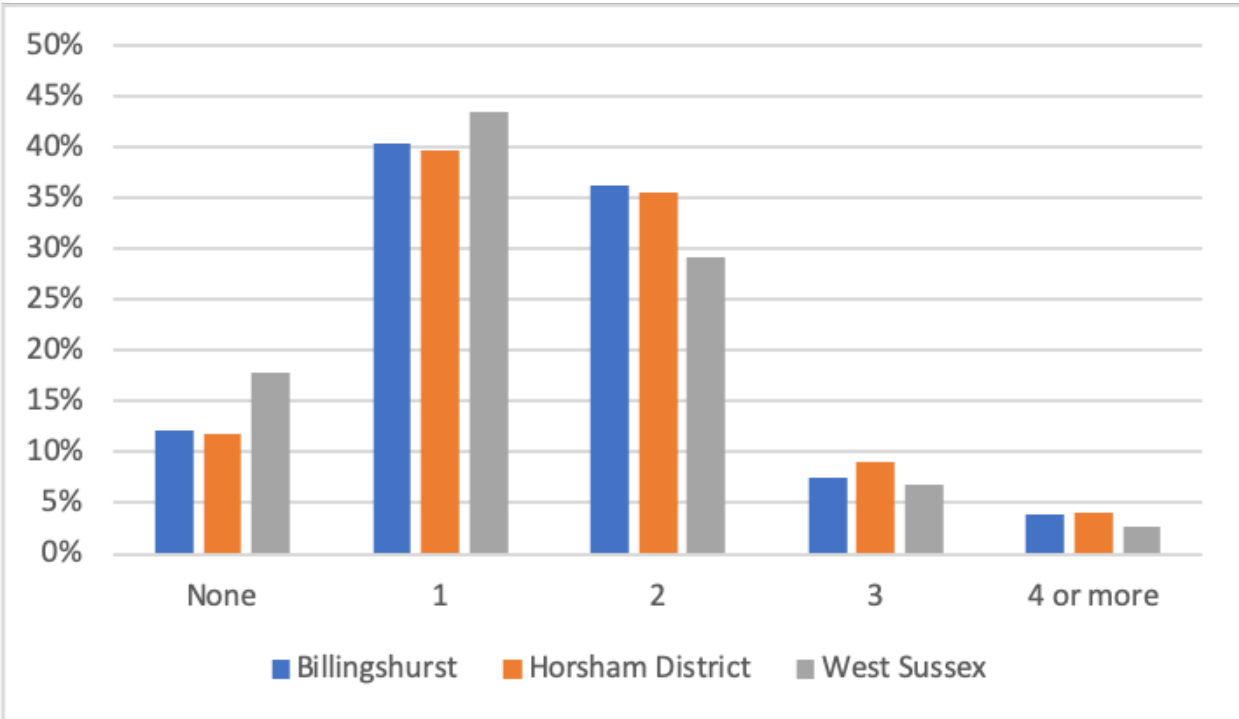
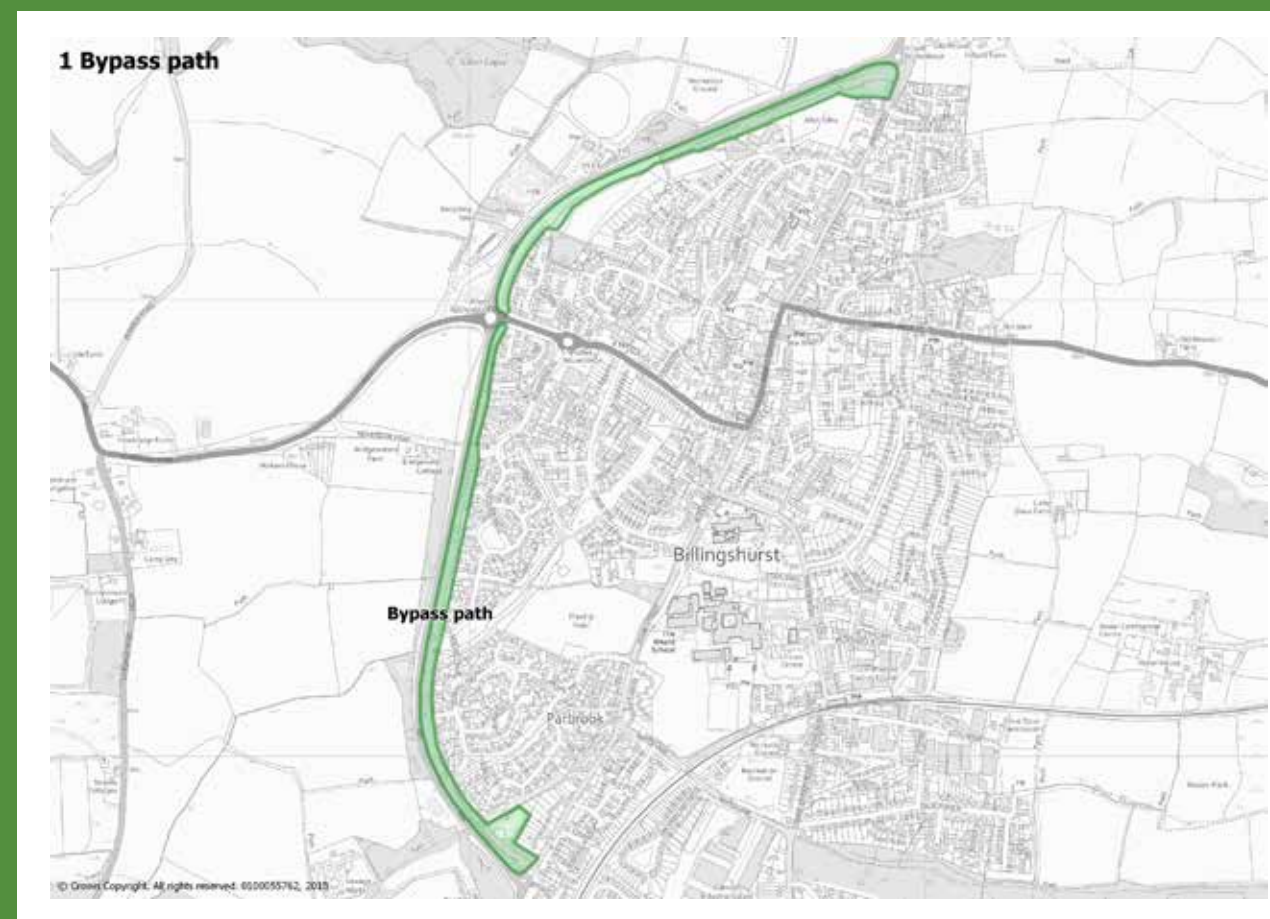
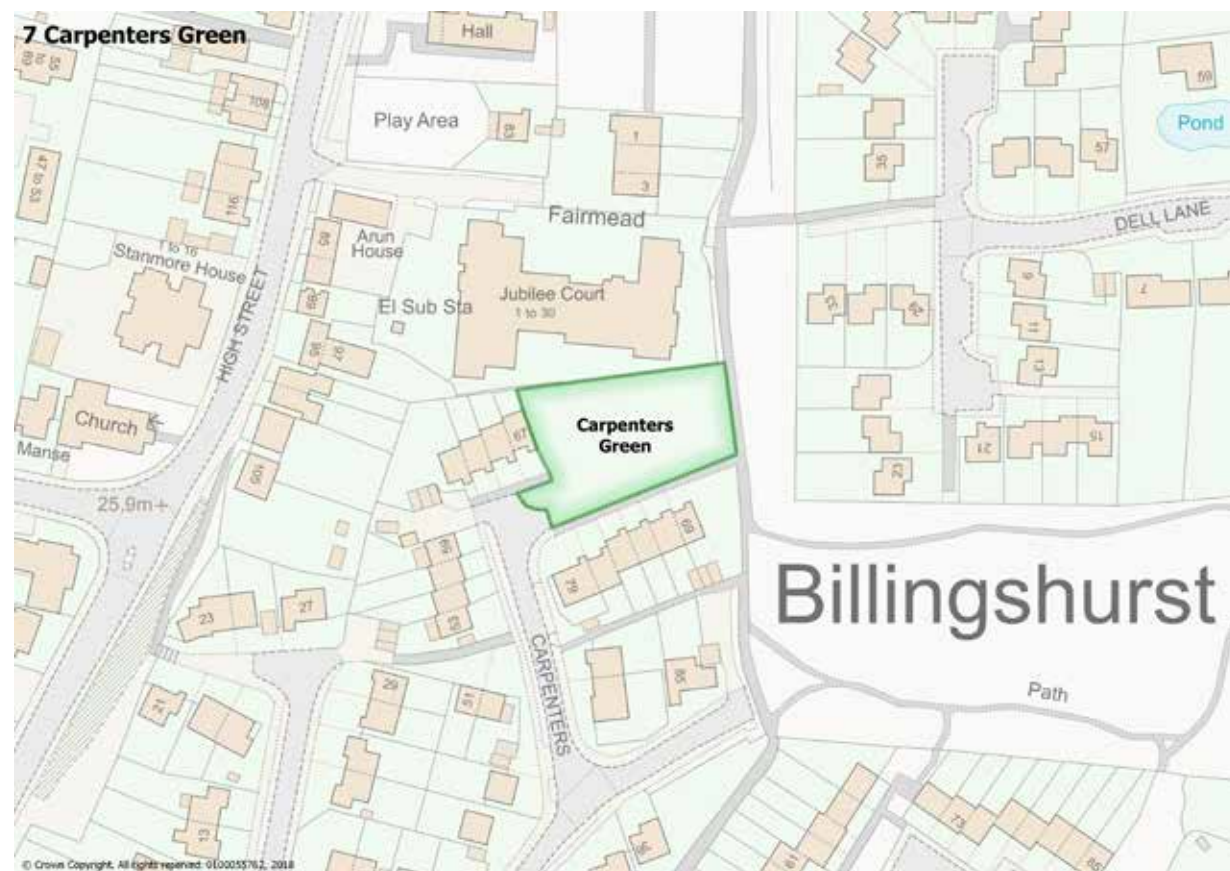


Figure A7: Car availability by household

APPENDIX B - LOCAL GREEN SPACES











15 Station Road Gardens



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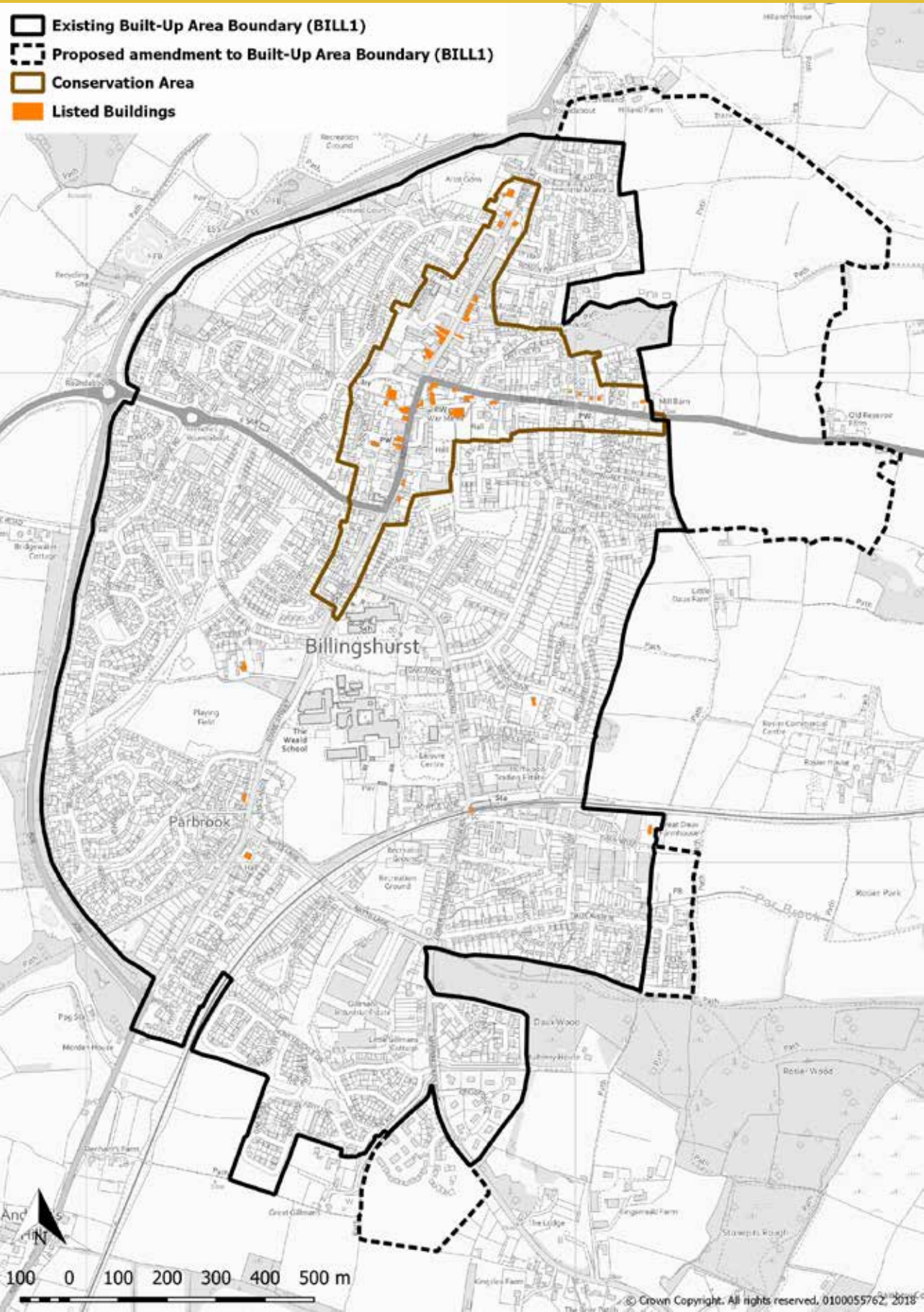
16 Lower Station Road Recreation Ground



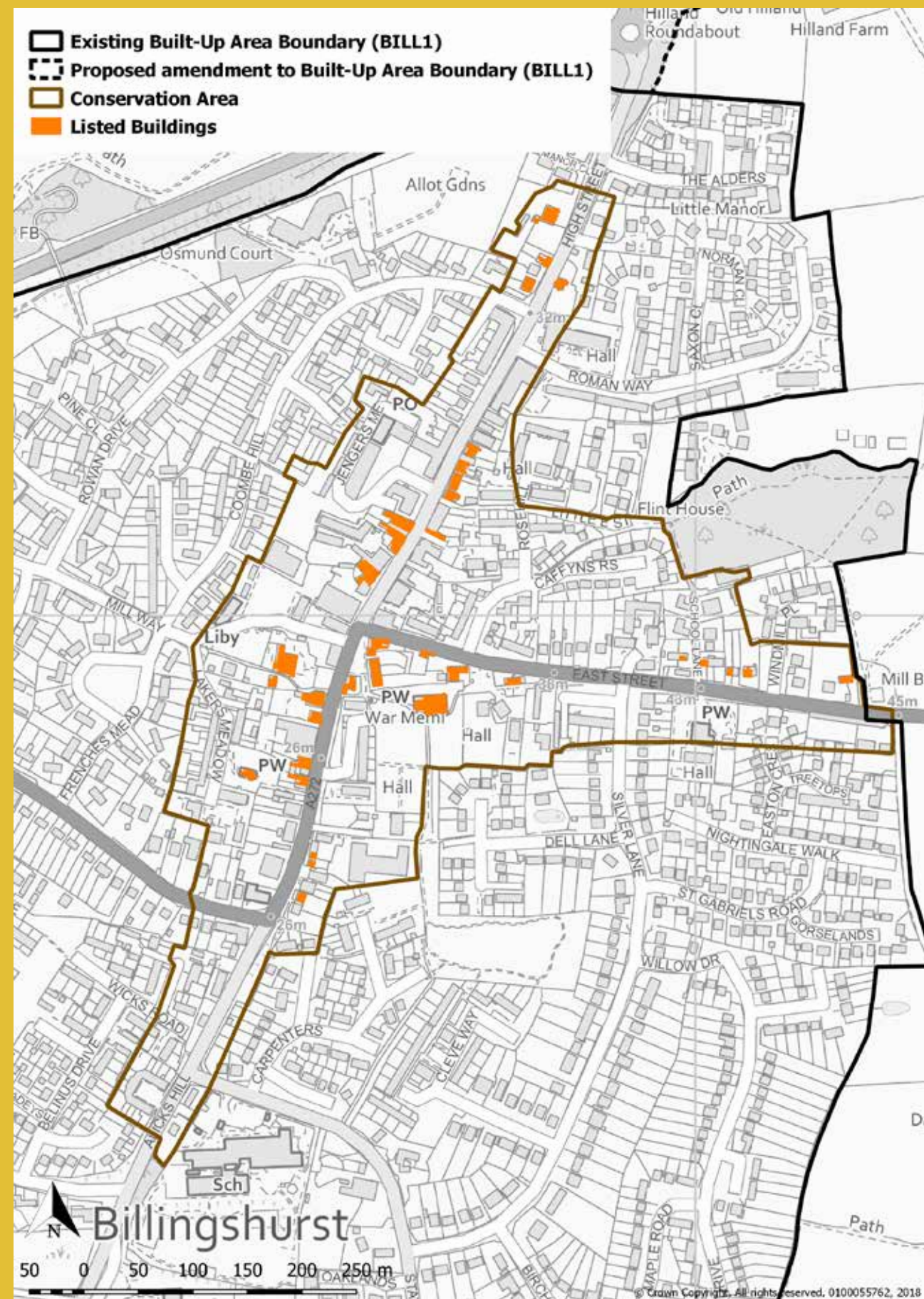
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APPENDIX C - CONSERVATION AREA AND LISTED BUILDINGS

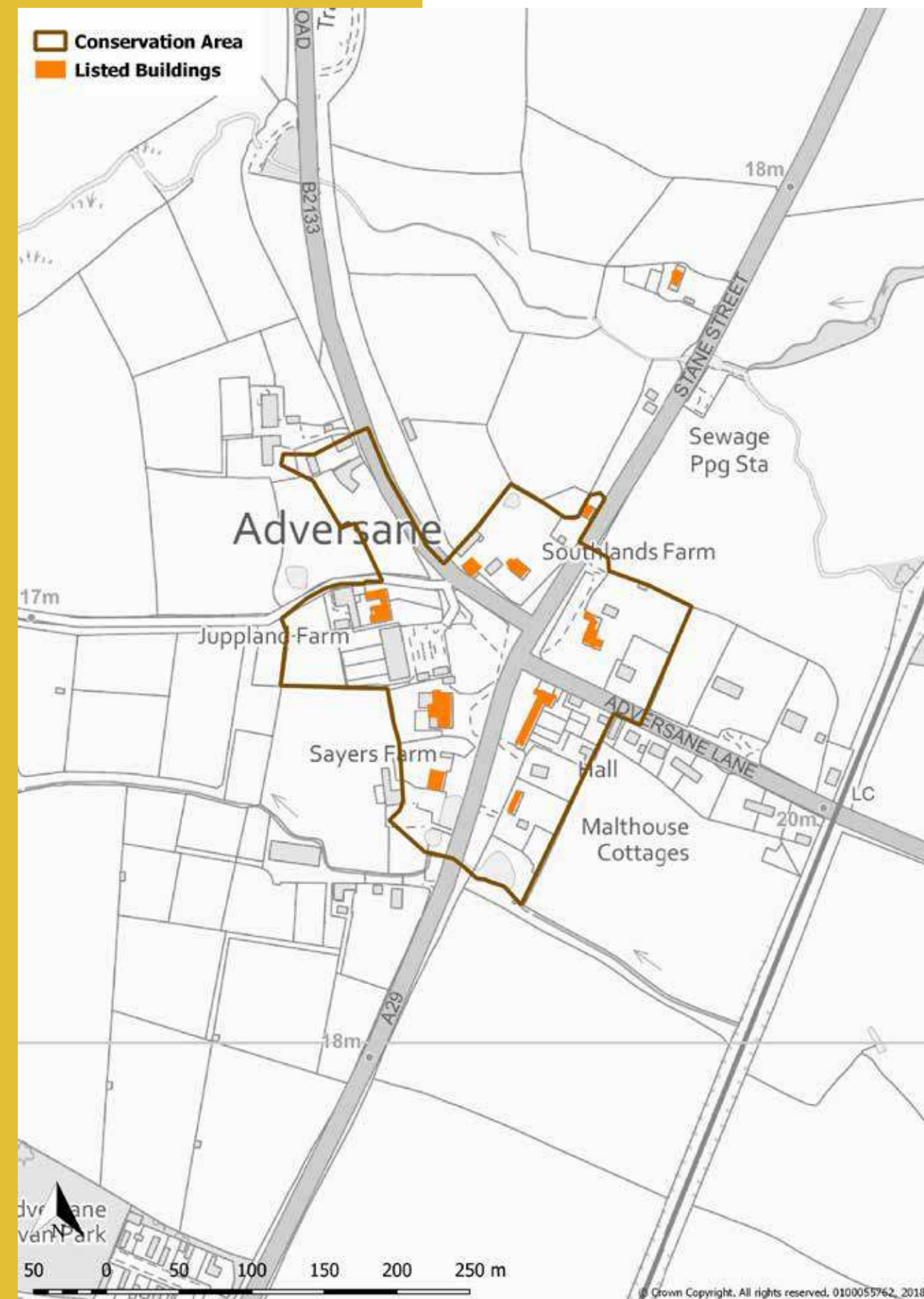
BILLINGSHURST VILLAGE



BILLINGSHURST VILLAGE CENTRE



ADVERSANE



APPENDIX D - EVIDENCE BASE DOCUMENTS



All background evidence documents can be found on the Billingshurst Neighbourhood Plan [website](#). Where hyperlinks are presented below, these are correct as at October 2019.

- Billingshurst Local Green Spaces - Justification
- Billingshurst Housing Needs Assessment, AECOM, 2017
- [Billingshurst Parish Plan, 2008-2013](#)
- [Billingshurst SPD, Horsham District Council, 2017](#)
- [Billingshurst Today & Tomorrow – Community-Led Plan 2015-2020](#)
- Billingshurst Surface Water Management Plan (SWMP), West Sussex County Council, 2016
- [Community Infrastructure Levy Charging Schedule, Horsham District Council, 2017](#)
- [Crawley and Horsham Market Housing Mix Report, 2016](#)
- [Design Statement for the Parish of Billingshurst, 2009](#)
- [Green Infrastructure Study, Horsham District Council, 2014](#)
- [Horsham District Landscape Capacity Assessment, 2014](#)
- [Horsham District Landscape Character Assessment, Chris Blandford Associates, 2003](#)
- [Horsham District Planning Framework, HDC, 2015](#)
- [Horsham District Sport, Open Space and Recreation Assessment, Kit Campbell Associates, 2014](#)
- [Horsham Green Space Strategy, Horsham District Council, 2013-2023](#)
- [Housing Need in Horsham District, Horsham District Council, 2015](#)
- [Northern West Sussex Strategic Housing Market Assessment, GVA Grimley Ltd, 2009](#)
- [Northern West Sussex – Horsham Strategic Housing Market Assessment Update, GVA, 2012](#)
- [Planning School Places, West Sussex County Council, 2018](#)
- [Securing Sufficient Childcare in West Sussex, West Sussex County Council, 2016](#)
- [Northern West Sussex - Affordable Housing Needs Model Update, Chilmark Consulting, 2014](#)
- [West Sussex County Council Guidance on parking at new developments, West Sussex County Council, 2019](#)
- [West Sussex Cycle and Walking Strategy, West Sussex County Council, 2016-2016](#)
- [West Sussex Cycling Design Guide, 2019](#)

AIMS

AIM 1

Prepare for early review of Neighbourhood Plan

An early review of the Neighbourhood Plan will be undertaken once the review of the Horsham District Planning Framework 2015 has established a new spatial strategy for the district. This will take into account the future housing requirements across Horsham district and will set out a strategy for delivering Billingshurst's contribution towards this housing requirement.

AIM 2

Work with key stakeholders to deliver improved health and education facilities

Increased capacity and improved services for education and medical facilities in the parish are needed and will be achieved through collaborative working between local and county partners.

AIM 3

Explore opportunities to part-pedestrianise Billingshurst High Street

Part-pedestrianisation of the High Street could create a safer and more attractive environment, thereby encouraging greater footfall, and should be explored in partnership with local and county representatives.

AIM 4

Footpath and cycle route infrastructure

Extensions to the footpath and cycle route network to connect the parish to settlements and features beyond, will help improve sustainable movement. In particular, proposals to deliver the following linkages, as shown on the Policies Map, will be supported:

- Route to Wisborough Green
- Route to The Downs Link bridleway
- Route to the South Downs
- Route to the Wey South footpath
- Coombe Hill exit onto High Street
- High Street (Flower Box)
- Green area outside Walnut Tree Cottages, Adversane
- Outside Adversane Hall, Adversane Lane

POLICIES

POLICY BILL 1

Billingshurst built-up area boundary

- A. Development in Billingshurst parish shall be focused within the proposed built-up area boundary of Billingshurst village as shown on the Policies Maps in Section 12.

- B. Development proposals outside the proposed built-up area boundary will not be permitted unless:
- i. it is in accordance with the development plan policies on appropriate uses in the countryside; or
 - ii. it relates to necessary utilities; or
 - iii. it represents the appropriate provision of tourism facilities, accommodation, attractions and activities, where it meets the requirements of Policy BILL11; or
 - iv. it is on sites allocated for those uses in the Horsham District Planning Framework or its successor.

POLICY BILL 2

Housing design and character

- A. Development proposals should be guided by the Billingshurst Parish Design Statement and are expected, where possible, to incorporate the following features into the overall design of development:
- i. Soft landscaping and other boundary treatments to provide active frontages
 - ii. Courtyard layouts
 - iii. Varying style of housing
 - iv. Staggered layouts rather than uniform lines of properties.
 - v. Off road parking provision (for example through the use of well-located and designed communal parking courts and/or car ports), in line with the

- West Sussex County Council Parking Standards⁹.
- vi. Housing constructed around green open space.
 - vii. Accessible and attractive public open spaces, incorporating opportunities for 'natural play' in line with Policy BILL4 and creative use of Sustainable Drainage Systems in line with Policy BILL14.
 - viii. Footways that allow for safe access for all persons.
 - ix. Required to reflect the scale and local vernacular of the surrounding buildings.
 - x. Use materials that are in keeping with those used in existing buildings in the immediate locality.
 - xi. Preserve and sensitively incorporate existing natural features such as trees and hedgerows within the site, with the aim of delivering a net environmental benefit for local people and wildlife.
- B. Dwellings designed to be suitable for older residents (aged 60 and over) – particularly bungalows - are encouraged to meet the space and accessibility requirements of the Lifetime Homes standards. Such dwellings may also be suitable for younger residents and are not intended to be restricted in use.

Policy conformity: NDP Objective: 2, 5; HDPF Policy: 32, 33, 38, 42; NPPF para: 124, 125, 126, 127, 149

POLICY BILL 3

Energy efficiency and design

- A. Proposals must seek to maximise the sustainability of development. The design and standard of any development is encouraged to achieve the highest level of sustainable design, in order to minimise the energy consumption and climate impacts of new buildings:
- i. Siting and orientation of new buildings to optimise passive solar gain.
 - ii. The use of high quality, thermally efficient building materials.
 - iii. Installation of energy efficiency measures such as loft and wall insulation, double glazing and low energy heating systems.
 - iv. Incorporating on-site energy generation from renewable sources such as solar panels and ground and air source heat pumps.
 - v. Reducing water consumption through the use of grey water systems.
 - vi. Providing low carbon sustainable design and avoiding or mitigating all regulated emissions using a combination of on-site energy efficiency measures (such as insulation and low energy heating systems), on-site zero carbon technologies (such as solar panels) and only where necessary off-site measures to deal with any remaining emissions.

- vii. Providing the infrastructure for adequate electric vehicle charging points that can be accessed by each dwelling or public building, where new parking provision is expected to be made.
 - viii. Alterations to existing buildings are encouraged to demonstrate how energy reduction has been incorporated into the design and construction.
- B. The sensitive retrofitting of energy efficient measures in historic buildings is encouraged, including the retrofitting of listed buildings, provided that it preserves the architectural and historic interests of these heritage assets and their settings. This could be achieved through:
- i. measures to reduce heat loss, which could include secondary glazing in listed buildings with wooden windows that meet the latest relevant British standard; and/or
 - ii. the replacement of fossil fuel burning energy sources with electric power from renewable sources with zero air emissions locally.
- C. Proposals to develop community energy schemes are strongly encouraged and will be strongly supported.

Policy conformity: NDP Objective: 5, 6; HDPF Policy: 35, 36, 37; NPPF para: 149, 150, 151

POLICY BILL 4

Provision of leisure and recreation facilities

- A. In order to provide for the increased need for leisure provision to support the growing population of Billingshurst, development proposals that deliver the following shall be strongly supported:
- i. The improvement in the quality of existing play areas to conform to HDC standards .
 - ii. The provision of additional play areas to serve the needs of children of all ages, in line with the HDC’s Quantity Standard . Where possible, this should incorporate areas for ‘natural play’. New residential development should demonstrate how it has actively provided for natural play through the design of public green spaces.
 - iii. The modernisation of facilities serving Jubilee Fields, including the provision of a 4G astroturf pitch.
 - iv. The provision of additional and improved youth facilities, including improvements to the facilities at the existing skate parks.
 - v. The provision of a Multi-Use Games Area, incorporating a 3G pitch and floodlights, as well as improvements to existing artificial turf pitches.
- B. The delivery of new facilities or improvements to existing facilities – including the Sports Hall at

Billingshurst Leisure Centre - will be secured through Section 106 contributions or Community Infrastructure Levy funding or provided on site.

Policy conformity: NDP Objective: 2; HDPF Policy: 43; NPPF para: 91, 92, 96, 97

POLICY BILL 5

Burial space

- Development proposals for both traditional consecrated and green/ woodland burial sites by either the local authority or private providers will be supported, provided they meet the following criteria:
- i. It is appropriately sited with regard to its impact on local amenity.
 - ii. It will not result in the loss of best and most versatile agricultural land which could reasonably be used for food production.
 - iii. It is designed to maximise opportunities to improve and/or create new biodiversity, habitats and green infrastructure.
 - iv. It will have no adverse impact on groundwater and surface water.

POLICY BILL 6

INTEGRATED INFRASTRUCTURE

New and improved utility infrastructure will be encouraged and supported in order to meet the identified needs of the community subject to other policies in the plan. It will be secured, as necessary, by relevant Section 106 Agreements linked to planning permissions.

Policy conformity: NDP Objective: 2; HDPF Policy: 43; NPPF para: 91, 92, 96, 97

POLICY BILL 7

Retaining and enhancing the vitality and viability of billingshurst village centre

A. To secure the ongoing vitality of Billingshurst village centre, proposals which protect, enhance and promote a diverse range of town centre uses – including retail, leisure, commercial, office, tourism, cultural and community - will be supported, subject to the other policies in this Neighbourhood Plan.

Existing retail premises

B. In the Primary Shopping Area and the Primary Shopping Frontages of Billingshurst High Street, as shown on the Policies Maps in Section 12, the permanent change of use of Class A1 and A2 retail and service premises to other commercial uses (Classes B1, C1, D1, D2 and commercial sui generis activities)

- will only be permitted where the following can be demonstrated:
- i. The proposed use will maintain the vitality and viability of Billingshurst High Street.
 - ii. The Class A retail premises question have not been in continuous active use for at least 12 consecutive months.
 - iii. The Class A retail premises have no potential for either reoccupation as demonstrated through the results both of a full viability report and a marketing campaign lasting for a continuous period of at least 6 months.

Temporary uses

- C. The use of Class A premises for temporary uses will be supported in the Primary Shopping Area and the Primary Shopping Frontages. Such uses include ‘pop up’ shops and cultural, creative and leisure uses introduced on a temporary basis or for specific events.
- D. Such uses must demonstrate that they will not have a detrimental impact on the amenity of neighbouring uses, particularly residential through excessive noise and pollution.
- E. Such uses will generally not be considered appropriate if the operation of the business requires such large amounts of vehicle parking in order to function unless sufficient parking arrangements have been presented.

Policy conformity: NDP Objective: 4; HDPF Policy: 12, 13; NPPF para: 85, 91, 92

POLICY BILL 8

Public realm and movement in billingshurst village centre

Development proposals to enhance the public realm in Billingshurst Village Centre will be encouraged, where this will not result in the demolition of or significant detrimental impact to existing heritage assets. Proposals which enhance movement by pedestrians will be encouraged, in particular:

- i. The widening of pavements;
- ii. The inclusion of cycling facilities; and
- iii. Proposals to create an improved pedestrian link between Jengers Mead and the Library car park.

Policy conformity: NDP Objective: 3, 4; HDPF Policy: 12, 13; NPPF para: 85, 91, 102, 104

POLICY BILL 9

Re-use of historic buildings in billingshurst village centre

The reuse of historic buildings within Billingshurst Village Centre for activities that will enhance the vitality and viability of the Village Centre are strongly encouraged. This could include community uses, retail or business. Any alterations to historic buildings will need to be sympathetic to the historic and architectural significance and character of the building.

Policy conformity: NDP Objective: 2, 4, 6; HDPF Policy: 12, 13, 32, 34; NPPF para: 185

POLICY BILL 10

Flexible workspaces

Proposals to provide incubator/start-up business space on flexible terms will be supported, subject to specific site and traffic assessments, through:

- a. conversion of existing buildings in the High Street; or
- b. provision of new buildings or conversion of existing buildings within the settlement boundary.

Policy conformity: NDP Objective: 4; HDPF Policy: 7, 9, 12; NPPF para: 83, 85

POLICY BILL 11

Tourism-related development and provision of tourist accommodation

The development and expansion of tourism facilities, accommodation, attractions and activities connected with day and residential visitors will be supported where the following criteria can be met:

- i. There are demonstrable economic and social benefits of the proposals, particularly in terms of local job creation; and
- ii. There will be no significant detrimental impacts on the local community; and
- iii. For proposals outside the Built-up Area Boundary, developments should be in accessible sites, well-connected to the village centre and the built-up area of Billingshurst and there will be no significant detrimental environmental impacts.

- iv. For proposals within the Built-up Area Boundary, there should be no detrimental impact upon traffic movement through the High Street; and
- v. Adequate provision for parking is included, particularly for proposals within or adjacent to Billingshurst Village Centre.

Policy conformity: NDP Objective: 4; HDPF Policy: 11; NPPF para: 83, 85

POLICY BILL 12

Protection and enhancement of key movement routes

- A. Development proposals to improve cycling and walking will be supported. In particular, provision of cycle and pedestrian routes that are physically separated from vehicular traffic and from one another will be strongly supported. Such routes should also ensure that access by disabled users and users of mobility scooters is secured, which could include the provision of wider pavements, dropped kerbs and widened entrance ways.
- B. To ensure that residents can access public transport facilities, schools, leisure and other important facilities, all new developments should ensure safe pedestrian and cycle access to link up with existing footways and cycleways that, in turn, directly serve the Key Movement Routes shown on the Policies Map in Section 12.
- C. Proposals to enhance the identified Key Movement Routes will be strongly supported.

- D. Development will be expected to not have an unacceptable impact on Key Movement Routes, and to provide a strategy to mitigate the impact of additional traffic movements on the safety and flow of pedestrian access.

Policy conformity: NDP Objective: 3; HDPF Policy: 40; NPPF para: 102, 103, 104

POLICY BILL 13

Public car parking

- A. There will be a presumption against the loss of publicly accessible car parking in Billingshurst parish. Any proposals that would result in the loss of existing publicly available car parking spaces must provide at least the same number of publicly accessible spaces in an equivalent location.
- B. Proposals that enable the provision of additional, publicly accessible car parking at Billingshurst Station will be strongly supported.
- C. Alongside any new public car parking provision, the following will also be required to be provided as part of that provision:
 - i. dedicated bicycle parking facilities, preferably covered and secure; and
 - ii. future-proofed four hour or faster electric vehicle charging points (or wireless charging facilities) that are affordable, reliable and open access electric vehicle charging points.

Policy conformity: NDP Objective: 3, 4; HDPF Policy: 12, 13; NPPF para: 85, 91, 102, 104

POLICY BILL 14

Residential parking provision

- A. Development proposals that generate an increased need for parking must provide suitable off-street parking in order to minimise obstruction of the local road network in the interests of the safety of all road users, including pedestrians and cyclists.
- B. For all new residential developments, including redevelopments where there is an increase in the number of bedrooms in a property, the minimum number of car parking spaces to be provided will be in accordance with the West Sussex Residential Parking Demand Calculator, unless it can be satisfactorily demonstrated that an alternative provision would be appropriate on a specific site. Parking spaces can take the form of spaces or garaging/car port facilities but should be designed with the intention of being permanently available for parking use.
- C. Additionally, appropriate levels of parking shall be provided for visitors and service vehicles.
- D. New residential development of flats should make provision for the secure parking of bicycles.

Policy conformity: NDP Objective: 3; HDPF Policy: 41; NPPF para: 105, 106

POLICY BILL 15

Local green spaces

- A. The following 16 areas shown on the Policies Map in Section 12 are designated as a Local Green Spaces:
 1. Bypass path
 2. Manor Fields
 3. Cherry Tree Close Play Space
 4. Wood at Bypass
 5. Bowling Alley
 6. Green at Frenches Mead
 7. Carpenters Green
 8. Cleveland Gardens
 9. Forge Way Green
 10. Green, fronting Carpenters
 11. Green north of Ostlers View
 12. Green south of Ostlers View
 13. Maple Road Green
 14. Green at Broomfield Drive (South)
 15. Station Road Gardens
 16. Lower Station Road Recreation Ground
- B. Local policy for managing development on a Local Green Space should be consistent with policy for Green Belts (NPPF para 145). Proposals for built development on will not be permitted unless it can be clearly demonstrated that it is required to enhance the role and function of that Local Green Space or that very special circumstances exist, for example where it is essential to meet specific necessary utility infrastructure and no feasible alternative site is available.

Policy conformity: NDP Objective: 6; HDPF Policy: 30,31; NPPF para: 99, 100, 101, 145

POLICY BILL 16

Multi-value sustainable drainage systems

- A. Development that is required to provide Sustainable Drainage Systems (SuDS) is expected to be provided on site, unless there are clear reasons why this is not possible. Such development is encouraged to demonstrate the use of a wide range of creative SuDS solutions, for example through the provision of SuDS as part of green spaces, green roofs, permeable surfaces and rain gardens. Only where it is demonstrably unviable will an absence of any on-site SuDS provision be permissible in such developments.
- B. SuDS provision must demonstrate how its design will enhance wildlife and biodiversity as well as minimise the impacts of flooding.
- C. Development proposals should be supported by a drainage scheme maintenance plan which demonstrates a schedule of activities, access points, outfalls and any biodiversity considerations. The maintenance plan should also include an indication of the adopting or maintaining authority or organisation and may require inclusion within a register of drainage features.

- D. Development will be expected to not have an unacceptable impact on Key Movement Routes, and to provide a strategy to mitigate the impact of additional traffic movements on the safety and flow of pedestrian access.

Policy conformity: NDP Objective: 5; HDPF Policy: 31, 35, 37, 38; NPPF para: 150, 165

POLICY BILL 17

Views to St Mary's Church

Development is expected to preserve the setting of St Mary's Church and proposals are required to consider the impact on the view to the church spire and ensure that it does not have a significantly detrimental impact.

Policy conformity: NDP Objective: 6; HDPF Policy: 25, 33, 34; NPPF para: 124, 125, 127





For further information regarding the contents of this document,
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