

Billingshurst Neighbourhood Plan



2019 to 2031

Billingshurst Parish Council

Pre-Submission (Regulation 14) Consultation Draft: July 2019

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1. Introduction

- 1.1. This document is the Neighbourhood Plan for Billingshurst parish. It represents one part of the development plan for the parish over the period to 2031, the other part being the 2015 Horsham District Planning Framework.
- 1.2. Horsham District Council (HDC), as the local planning authority, designated a Neighbourhood Area for the whole of the Billingshurst parish area in December 2015 to enable Billingshurst Parish Council to prepare the Neighbourhood Plan. The Plan has been prepared by the community through the Billingshurst Neighbourhood Plan Working Group.
- 1.3. The map below shows the boundary of the Neighbourhood Plan area, which is contiguous with the boundary of Billingshurst parish.

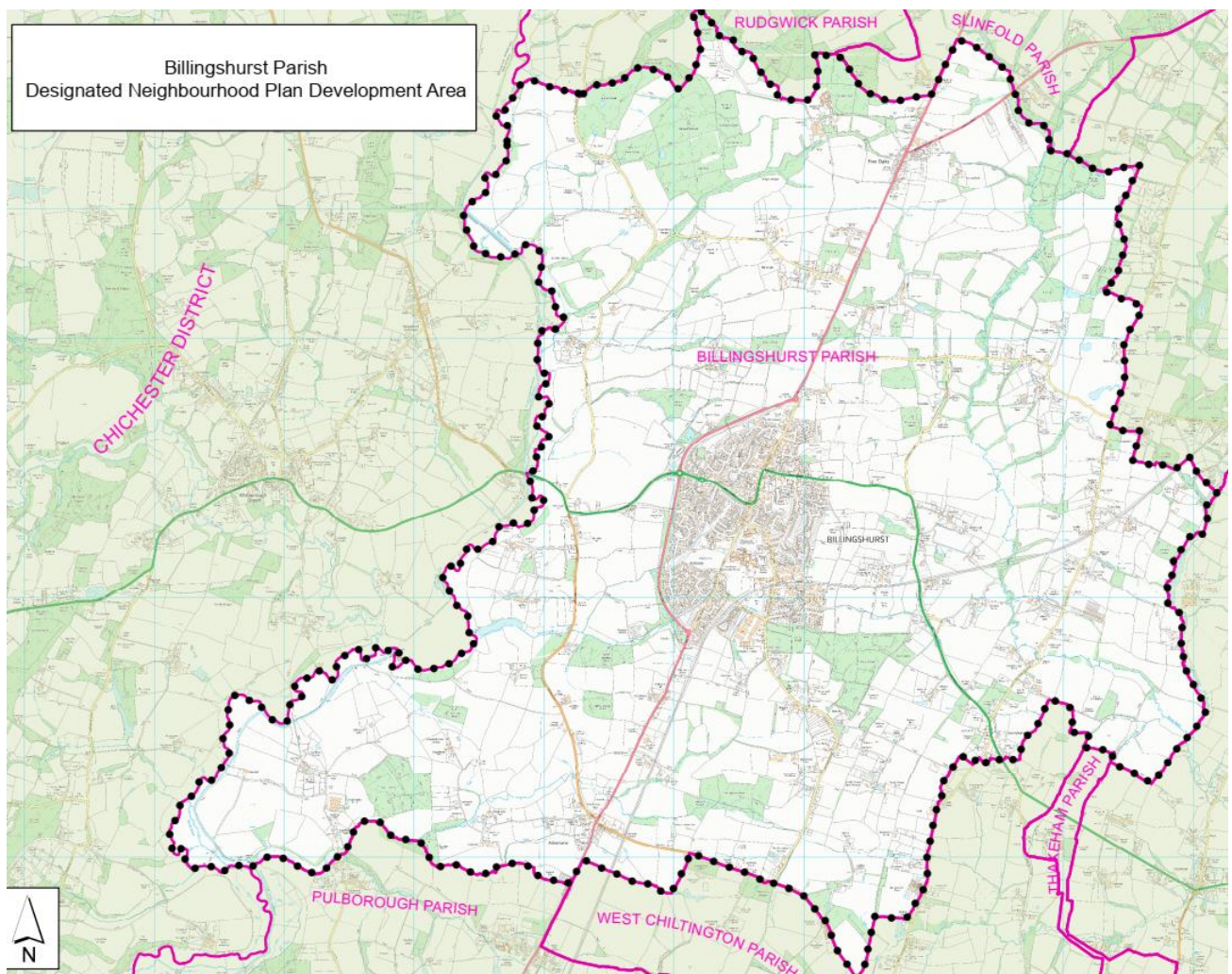


Figure 1.1: Neighbourhood Plan area

- 1.4. The purpose of the Billingshurst Neighbourhood Plan (the Plan) is to guide development within the parish and assist any interested parties wishing to submit planning applications for development within the parish. The process of producing the Plan has sought to involve the community as widely as possible and the different topic areas are reflective of matters that are of considerable importance to Billingshurst, its residents, businesses and community groups.

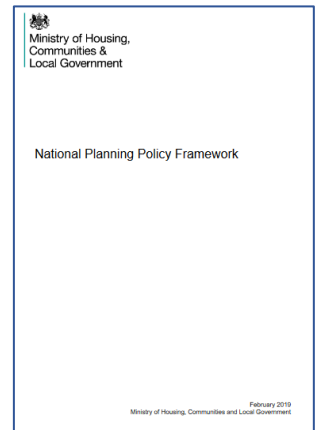
- 1.5. Each section of the Plan covers a different topic. Under each heading there is the justification for the policies presented which provides the necessary understanding of the policy and what it is seeking to achieve. The policies themselves are presented in the **blue** boxes. It is these policies against which planning applications will be assessed. It is advisable that, in order to understand the full context for any individual policy, it is read in conjunction with the supporting text. There are also Community Aims in the **yellow** boxes, which are not policies, but supportive of the policies.

National policy

- 1.6. The National Planning Policy Framework (NPPF) states:

“Neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood plans can shape, direct and help to deliver sustainable development, by influencing local planning decisions as part of the statutory development plan. Neighbourhood plans should not promote less development than set out in the strategic policies for the area, or undermine those strategic policies¹. (para 29)

Once a neighbourhood plan has been brought into force, the policies it contains take precedence over existing non-strategic policies in a local plan covering the neighbourhood area, where they are in conflict; unless they are superseded by strategic or non-strategic policies that are adopted subsequently”. (para 30)



Local Plan policy

- 1.7. The Local Plan for Horsham District consists of the Horsham District Planning Framework (HDPF), which guides decisions on planning applications and was adopted in November 2015. The HDPF covers the period 2011 to 2031 and provides the strategic framework for growth in Billingshurst. The Billingshurst Neighbourhood Plan must be in general conformity with the strategic policies of the adopted HDPF.
- 1.8. HDPF Policy 15 requires the provision of 16,000 new homes between 2011 and 2031, including around 150 homes on land south of Billingshurst. Of the overall total housing requirement, at least 1,500 homes are to be allocated through neighbourhood plans, in accordance with the settlement hierarchy. Billingshurst, classified as a 'Larger Village', is expected to make an appropriate contribution towards achieving this requirement.
- 1.9. It should be noted that, as at June 2019, Billingshurst parish had made a significant contribution of approximately 1,250 units towards addressing the total housing requirement in the HDPF over the plan period since 2011. This includes housing completions, sites under construction and sites with planning permission but not yet started. It represents a 31% increase in the number of dwellings in Billingshurst.
- 1.10. HDPF Policy 16 requires development to provide a mix of housing types, sizes and tenures to meet the needs of the district's communities. The appropriate mix will depend on the established character and density of the neighbourhood and the viability of the scheme.



Horsham District Planning Framework (excluding South Downs National Park)



¹ Neighbourhood plans must be in general conformity with the strategic policies contained in any development plan that covers their area.

- 1.11. The HDPF states the importance of town centres in Policy 13, stating that town centre uses will be supported within the defined areas of town and village centres, including Billingshurst.
- 1.12. Infrastructure provision is a key theme throughout the HDPF and Policy 39 seeks to make sure infrastructure is provided for alongside development through the use of the Community Infrastructure Levy (CIL) or planning obligations. The Policy states that development will be supported if it is appropriate and in scale to the existing transport infrastructure, including public transport.
- 1.13. Horsham District Council (HDC) has commenced a review of the HDPF, and whilst the timetable for this is not yet confirmed, HDC officers have advised that a draft of the updated HDPF will be consulted on in August 2020, with a view to adopting it in early 2021.

Consultation

- 1.14. The process to develop a Billingshurst Neighbourhood Plan was launched in mid-2016 and has been through extensive engagement with the community including:
 - Public exhibitions and drop-in events;
 - Leaflet drops to all houses (4,066) in the parish;
 - Focussed surveys and face-to-face sessions with local organisations including local community groups, young peoples' groups, local businesses, and voluntary and interest groups;
 - A questionnaire distributed to all households;
 - Regular newsletter and press articles;
 - Presentations at key stages of the plan;
 - Presence at parish events;
 - Banners;
 - Regular updates on social media and websites.



Neighbourhood Plan Review

- 1.15. Notwithstanding the defined Plan period to 2031, it is recognised that Neighbourhood Plans should be reviewed periodically. The defining basis for Neighbourhood Plans is the Local Plan, in this instance HDC's HDPF. The HDPF is in the process of being reviewed and to ensure that emerging neighbourhood plans are in conformity with the emerging Local Plan, on 13 March 2019, following on from a 'Future of Neighbourhood Planning' seminar, HDC sent a letter to all parishes setting out two options for developing their neighbourhood plans and in particular how site allocations might be approached. Billingshurst, as a parish with a neighbourhood plan at an advanced stage, considered it would continue to develop its neighbourhood plan, but without the inclusion of site allocations as the Working Group was concerned that the plan could be in danger of being overtaken by the review of the HDPF. Instead, Billingshurst Parish will work with HDC as it undertakes the HDPF Review and allocates sites (residential and small scale employment) as part of that process. As part of this, the Parish Council will ensure that the community of Billingshurst is fully engaged in the process of allocating sites. This decision was taken in June 2019 by the Billingshurst Neighbourhood Plan Working Group.
- 1.16. It is therefore expected that an early review of the Billingshurst Neighbourhood Plan will be required to take account of the changing strategic context with the expected adoption of the HDPF Review in early 2021.

2. Vision and Objectives

Vision for Billingshurst

- 2.1. In consultation with the community, the following vision for Billingshurst was established:

Vision for Billingshurst in 2031

By 2031, Billingshurst Parish will have evolved to provide a high standard of 21st Century living for those in the village and in the rural areas of the parish.

New housing will deliver character with provision for all ages and abilities whilst transport and technology supports and connects our communities. The High Street and other businesses will be thriving and local employment opportunities will have increased, in part by supporting new premises but also wider services to meet the needs of an enlarged local population.

All this will be achieved at the same time as protecting and enhancing our heritage and natural environment, and providing for the wellbeing and enjoyment of residents and visitors, both then and for future generations.

Neighbourhood Plan Objectives

- 2.2. In order to deliver the Vision for Billingshurst, the Neighbourhood Plan seeks to address the following objectives:

Objectives of the Billingshurst Neighbourhood Plan

OBJECTIVE 1: Ensure new housing reflects the high quality local vernacular in the parish in terms of building style and materials and maximises sustainable energy as part of housing design.

OBJECTIVE 2: Ensure that the provision of local infrastructure and facilities including medical provision and schools is adequate to address the needs of existing and future residents.

OBJECTIVE 3: Improve transport and movement, in particular through non-car modes, specifically ensuring there is a safe environment for pedestrians and cyclists as well as motorists.

OBJECTIVE 4: Strengthen, support and promote local economic activity in all retail, industrial, commercial and professional activities and ensure they are focused in appropriate areas of the parish.

OBJECTIVE 5: Ensure that development is sensitively designed to be attractive, to minimise flood risk, mitigate climate change, promote biodiversity and reduce our carbon footprint.

OBJECTIVE 6: Protect green spaces of value to the community and maintain a high quality natural and historic environment, in particular protecting buildings of local historic interest.

Issues in Billingshurst

- 2.3. The Billingshurst Neighbourhood Plan seeks to address, as far as possible, the issues that face the community. These issues were identified through community consultation and are summarised below. Full detail of the community consultation and evidence that has led to these findings is provided in the evidence base:
- a. **Significant road congestion** is an issue that causes traffic problems throughout the parish. The roads and essential infrastructure needed to cater for the growth in population, of both the parish and neighbouring parishes, and development associated with this, is currently insufficient.
 - b. **Car parking** is an issue – both on-street residential parking and also in accessing public parking particularly at the village centre and the station.
 - c. The need to **improve the visual quality and 'retail experience' in the main shopping area**, particularly Jengers Mead and the High Street. Retaining and enhancing this area's vitality is important to ensure it attracts residents, shops and facilities.
 - d. **Retail provision** needs improving, particularly in the High Street which requires more quality and diversity, including more cafés and restaurants.
 - e. One of the main issues is the need to improve **bus and train services**. The currently inconsistent limited services discourage people from using sustainable modes of public transport.
 - f. A key priority for residents is **access to healthcare** and the proposed expansion of the surgery must ensure it addresses the changing needs of the population.
 - g. Educational facilities such as **additional primary schools** and expanded secondary schools will be needed as the population grows. Class sizes are increasing in the existing primary school, which can have adverse effects for the quality of education provided.
 - h. The importance of retaining **the sensitive natural and historic environment** in order to keep the 'village feel' of Billingshurst. The designated Conservation Areas of Billingshurst and Adversane as well as other heritage areas need to be maintained.
 - i. Employers in the parish have stated there is demand for **starter units and low cost, flexible workspaces**. There is currently a shortfall in employment space.
 - j. The need for a continued mix of **smaller and more affordable housing** to suit the parish's ageing population and for younger people and starter homes, in addition to larger family homes.
 - k. The need for homes that are **capable of addressing the specific needs of people as they age**.

3. Local context

Geography and heritage

- 3.1. The parish of Billingshurst has an area of 32.19km². It comprises the large village of Billingshurst and a number of smaller rural communities, including the hamlets of Adversane, Coneyhurst and Five Oaks. Surrounded by open countryside, the parish is situated in the Low Weald, seven miles south-west of Horsham in West Sussex. The gently undulating landscape in this part of the Low Weald features many pockets of ancient woodland and old hedgerows.
- 3.2. Billingshurst village itself sits on the crossroads of the A29 (the Roman Stane Street) and the A272. Flint tools found in the area provide evidence of some human presence in earlier ages. The Roman Road of Stane Street bisects the parish and although this ancient highway must have been one reason for the existence of the village, there is no evidence of continual habitation from that time.
- 3.3. The area was almost certainly permanently settled in the Saxon era when people living on the coastal plain brought pigs up to the Weald to forage in winter. Some of the dense woodland was cleared and the settlers stayed. The name Billingshurst means a wooded hill of the Billa's people who were perhaps an extended family rather than a large tribe. They probably first dwelt here because, as well as the road, the village area had a water course running through it (the stream still exists but is now in a culvert) and a band of fertile soil, whereas the rest of the vicinity is mainly heavy clay. Billingshurst is not mentioned separately in the Domesday Book but research is proving that its lands are mentioned as outliers of coastal manors.
- 3.4. The oldest building in the parish is St Mary's Parish Church which is built on a prominent place overlooking the village, maybe on the 'hurst' in the place name. The original building would have been small but it has gradually been extended over the centuries. Early documentary evidence for the existence of the church and the parish begin in the 1100s.
- 3.5. In the 1750s the Baptist Chapel was established and in the early 1800s the Congregational Chapel was founded. The impression is gained that the inhabitants were independent minded. The ancient landholdings in the parish were owned by many different manors, therefore the parishioners were not dominated by a powerful family.
- 3.6. The yeoman farmer families would have lived in a substantial farmhouse on a landholding. There are still over 80 timber-framed buildings scattered throughout the parish, including twenty in the village area, dating from the Middle Ages to circa 1700. Most no longer have an agricultural-related use.
- 3.7. Tithe and Causeway Cottages, almost within the shadow of the Church, were once a large Wealden House; and Great Daux, near the railway, now surrounded by other development, is a picturesque example of a substantial farmhouse.
- 3.8. The Six Bells has an attractive appearance and it is the only house in the parish with a continuous overhang or jetty; it was originally a farmhouse called Taintland. In the 19th century it became a beer house and became a public house in the 20th century. Both the Kings Arms and Kings Head are older established inns. When it was built as a coaching inn, in the late 1700s, the Kings Head would have been the only three storey building in the village.
- 3.9. Besides farmers and inn keepers, inhabitants with related trades such as brewers and millers, blacksmiths and wheelwrights lived in the village. As early as the 1500s four lock up shops are recorded in the churchyard and the present pharmacy in the High Street has been a shop since at least the 1600s. There



were two windmills in the 19th century - the one in Mill Lane mysteriously burnt down on 5th November 1852 and Hammonds Mill ceased to operate in 1906, after gale damage though its ruins remain, now stabilised. There were also several malt houses.

- 3.10. The population during the 1800s only grew from 1,164 to 1,591, but the century saw many changes. The short lived Wey and Arun Canal introduced different building materials; the East Street School was paid for by Henry Carnsew, who lived at Summers Place; Billingshurst had an early Trade Association; and the Parish Council was established as were the Cricket Club and Horticultural Society were founded. The coming of the railway saw the demise of the coaching trade, leading industry to become established in the railway station area where it has remained ever since.
- 3.11. In 1906 the old Village Hall was given to the parish by the Vicar, the Revd Stanley, and in 1923 the Beck sisters donated the Women's Hall. A purpose-built post office and banks were established and in the 1930s the parish boundary was altered. In the first half of the century Billingshurst had, like the rest of the country, to contend with two world wars. Some of the men killed in the conflicts bore century's old Billingshurst surnames including Garton, Gravett and Penfold.
- 3.12. Since the 1950s new schools, a Roman Catholic Church, surgery and village hall and many housing estates have been built, and a bypass. Billingshurst still has a parish council, but it has grown to small town size although many inhabitants still refer to it as a village.

Modern Billingshurst

- 3.13. The parish today is home to a series of thriving communities with Billingshurst village providing a focal point where the main facilities are located. The local primary school currently has capacity for 630 pupils and is located in the heart of Billingshurst village. The secondary school with sixth form college, known as The Weald School, caters for around 1,500 pupils in years 7 to 13, including over 200 in its sixth form. It is now a specialist Technology school and a sports college. Adjacent to The Weald School is the leisure centre, which houses a 25-metre indoor pool, fitness suite, sports hall and all-weather pitch.
- 3.14. The historic centre of Billingshurst is a Conservation Area with a mix of Medieval, Edwardian and Victorian architecture. Jengers Mead shopping area, built in the 1960s, extends the shopping offer. There are four churches across the parish; the spire of the Grade I listed St Mary's Parish Church is a notable feature of the skyline in Billingshurst village.
- 3.15. Community life is important in the parish, and there are numerous local community groups, charitable and voluntary organisations that are active. The Billingshurst Community and Conference Centre provides a venue for such groups, serving both the local community as well as accommodating the wider corporate market. Just beyond it is the medical centre. A public library can be found on Mill Lane in the village centre.
- 3.16. There is a monthly local magazine, The Village Tweet, as well as many websites dedicated to the village and wider parish. The Billingshurst Community Partnership brings together a directory of the clubs and societies, including sports and local interests, of all age groups including the very young, youth and the elderly.
- 3.17. Billingshurst is fortunate to be sited in a picturesque part of West Sussex and local people enjoy having easy access to the wider countryside. Within the settlements too, green space is highly valued and the community has a strong desire to preserve this for future generations in the parish.
- 3.18. The proximity of the parish to nearby larger towns – including London – combined with its strategic location on the road and rail network, means that many people are attracted to Billingshurst for easy access to work. Out-commuting is therefore high, although there remains a series of industrial estates and individual businesses that provide local employment. There are also increasing numbers of people working from home.



- 3.19. The village character, its facilities, transport links and proximity to nearby Horsham make Billingshurst an attractive residential location.
- 3.20. Between 2001 and 2011 the population grew substantially, by 26% to 8,232 residents (Census, 2001 and 2011), reflecting the scale of development over this period. This population growth has continued and in recent years there has been a significant level of housing development in Billingshurst, with a number of large sites completed, under construction, or with planning permission.
- 3.21. As at June 2019, sites in the planning pipeline in Billingshurst parish were contributing approximately 1,250 dwellings towards the housing supply in the HDPF over the plan period (since 2011).
- 3.22. Of the sites under construction, this includes land to the east of Billingshurst which is expected to deliver a minimum of 475 dwellings and land to accommodate a new primary school and an extension to the existing medical centre. Subsequent consents have increased the number of dwellings on this site.
- 3.23. The above illustrates that there is a significant number of dwellings being delivered in Billingshurst Parish. The Neighbourhood Plan does not seek to allocate housing additional to this due to the ongoing Local Plan review. On 13 March 2019, following on from a 'Future of Neighbourhood Planning' seminar, HDC sent a letter to all parishes setting out two options for developing their neighbourhood plans. Billingshurst, as a Parish with a Plan at an advanced stage, resolved to complete its Plan without allocating sites. Instead, the Parish would work with HDC as it undertakes its Local Plan Review and to allocate sites as part of that process. This decision was taken prior to 31 May 2019 by the Billingshurst Neighbourhood Plan Working Group.
- 3.24. Noting this, it will be important to ensure that the infrastructure necessary to support this growing population is developed alongside new housing.

Local transport infrastructure

- 3.25. The village of Billingshurst lies on the junction of the A29 and the A272. These provide direct access to Horsham, Petworth, Petersfield, Haywards Heath, Pulborough and Bognor Regis, making it very well located to access other locations and as an accessible employment centre in its own right. Indeed, it is close to the Gatwick Diamond, a major focus for economic growth in this part of the South East region.
- 3.26. Traffic through the village, however, is a major concern. The presence of the industrial estates in the south of the village mean that many HGVs travel through the centre of the village, including passing the primary and secondary schools and along the High Street. This significantly reduces the quality of the environment and safety generally for residents, pedestrians and cyclists.

- 3.27. Billingshurst also has a mainline railway station serving London Victoria, Horsham and Gatwick Airport to the north and Bognor Regis and Chichester to the south. The line runs east-west through Billingshurst and has a barrier-operated crossing of Station Road, which can create significant congestion on Station Road during peak periods. This is exacerbated by the presence of a Tesco Express store on the south side of the line, which many people drive to and park outside.
- 3.28. The strategic development of 475 residential dwellings to the east of Billingshurst (known as Amblehurst Green) will include the construction of a new 1.1km spine road linking the A29 Stane Street to the A272 East Street, which may reduce congestion in the village centre as vehicles travelling east-west could then circumvent the village.

Profile of the community today

- 3.29. A detailed profile is shown in Appendix A. In summary, the key aspects of the profile of Billingshurst parish, as they relate to the Billingshurst Neighbourhood Development Plan, are as follows²:
- Over the last 10 to 15 years, Billingshurst has experienced **very strong growth in its population of older residents aged 65+**. The needs of older people, in terms of the types of housing and their design, as well as local amenities, should be considered.
 - There has also been a **strong growth in those aged between 30 and 44 years old**, as well as an **increase in the number of young children** locally. This suggests that the area is popular with young, growing families, attracted by the excellent transport links, new housing opportunities and range of local facilities.
 - **Car ownership in Billingshurst is high**, with 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). 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; and given the issue of congestion already identified, that those currently using their cars, particularly for short journeys, are encouraged to use more sustainable transport modes.
 - Over **50% of working residents drive to their employment**, although rail usage is also fairly high. Commuting locally on foot, by bicycle or by bus are slightly below average. 6% of people work from home, which is higher than the district and national average, and facilities to grow this sector should be in place.
 - Billingshurst has a **good mix of housing** with a greater number of semi-detached and terraced properties than across the district as a whole. The average house has three bedrooms.

² Source: 2011 Census

4. Spatial strategy

Built up area boundaries

- 4.1. In a rural parish such as Billingshurst, it is particularly important that development is directed to appropriate locations and that sprawl, and coalescence with surrounding settlements, is avoided. The purpose of a built-up area boundary (BUAB) is to provide that direction. This policy states the BUAB for Billingshurst.
- 4.2. The HDPF seeks to ensure that development takes place in a manner that ensures that the settlement pattern and the rural landscape character of the district is retained and enhanced, but still enables settlements to develop in order for them to continue to grow and thrive. The mechanism by which this will be achieved is through the designation of built-up area boundaries and the planned expansion of existing settlements through the Local Plan or neighbourhood planning.
- 4.3. Being the largest settlement within the parish with many facilities, it is expected that development will be largely focused in Billingshurst village. The smaller settlements within the parish - Five Oaks, Adversane and Coneyhurst – are identified as ‘unclassified settlements’ in the HDPF and therefore would be suitable for development only in certain limited circumstances as set out in Policy 4 of the HDPF. Such circumstances include development that meets a local housing need, development that is proportionate to the existing village and which maintains and enhances the townscape and landscape features.
- 4.4. In light of the Local Plan review, Billingshurst is likely to accommodate a degree of growth. However, the Billingshurst Neighbourhood Plan Working Group are clear that this must be balanced against the need to preserve the parish’s position in the rural Low Weald, which does not encroach unduly on the open countryside that surrounds it.
- 4.5. Policy 3 of the adopted HDPF provides a BUAB for Billingshurst village. It states that: *“Development will be permitted within towns and villages which have defined built-up areas. Any infilling and redevelopment will be required to demonstrate that it is of an appropriate nature and scale to maintain characteristics and function of the settlement in accordance with the settlement hierarchy.”*
- 4.6. Policy 4 of the adopted HDPF permits Neighbourhood Development Plans to make appropriate changes to the Built-Up Area Boundary, stating: *“Development will be permitted within the area defined as the Built-Up Area Boundary on the Policies Map, subject to all other policies in this Local Plan. Outside Built-Up Area Boundaries, the expansion of settlements will be supported where:*
 - i. *The site is allocated in the Local Plan or in a Neighbourhood Development Plan and adjoins an existing settlement edge;*
 - ii. *the level of expansion is appropriate to the scale and function of the settlement type;*
 - iii. *the development is demonstrated to meet the identified local housing needs and/or employment needs or will assist the retention and enhancement of community facilities and services;*
 - iv. *the impact of the development individually or cumulatively does not prejudice comprehensive long term development, in order not to conflict with the development strategy; and*
 - v. *the development is contained within an existing defensible boundary and the landscape and townscape character features are maintained and enhanced.”*
- 4.7. Policy BILL1 of the Billingshurst Neighbourhood Plan proposes amendment of the BUAB in order to encompass those sites that have been completed or with extant planning permission. The extent of the proposed new BUAB and the location of these sites are shown in Figure 4.1.

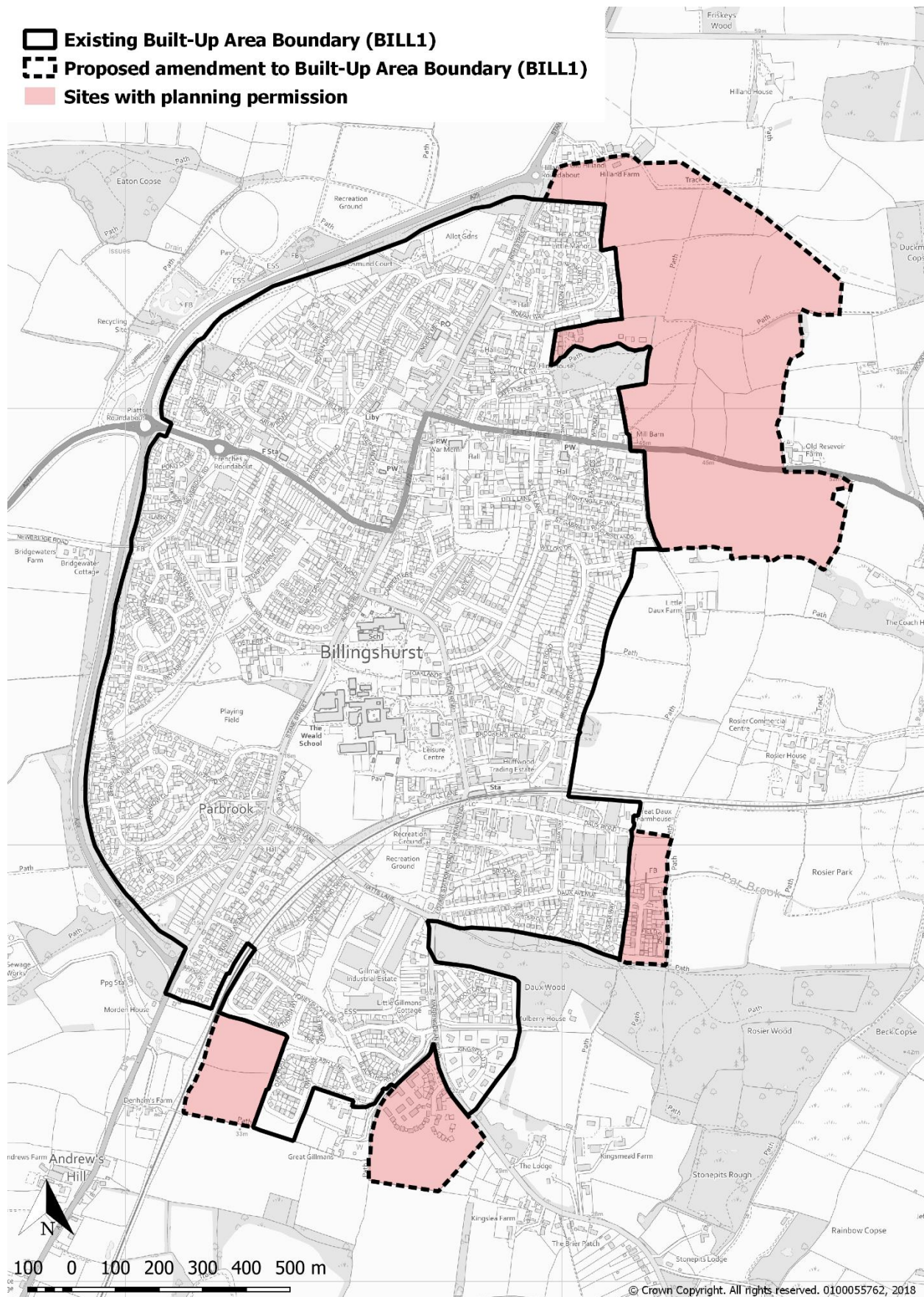


Figure 4.1: Proposed amendment to Built-up Area Boundary of Billingshurst village

POLICY BILL1: 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; and**
 - ii. it relates to necessary utilities; and**
 - iii. it represents the appropriate provision of tourist activities and facilities, where it meets the requirements of Policy BILL9; and**
 - iv. it is on sites allocated for those uses in the Horsham District Planning Framework or its successor.**

Policy conformity: NDP Objective: 1; HDPF Policy: 3, 4; NPPF para: 20, 72

5. Housing

Scale of housing growth in Billingshurst

- 5.1. A key objective of the HDPF is to provide a range of housing developments across the district that deliver the target number of new homes; respects the scale of existing places; and, so far as is possible, caters for the needs of all residents, including the delivery of a range of housing sizes and types including affordable housing.
- 5.2. Of the estimated 16,000 new homes to be delivered district-wide to 2031, Policy 15 of the HDPF sets out that at least 1,500 of these should be allocated through Neighbourhood Development Plans, in accordance with the settlement hierarchy. In order to consider the number of new homes that might be appropriate for Billingshurst, an independent Housing Needs Assessment³ was commissioned. This report attributed to Billingshurst a figure of between 360 and 380 dwellings to address housing needs over the period to 2031.
- 5.3. This did not take into account, however, any dwellings that may be under consideration but without formal planning permission. As at June 2019, approximately 1,250 dwellings had either been completed since the start of the HDPF plan period in 2011, were under construction or had planning permission. In terms of sites with planning permission, this excludes sites of less than 5 dwellings, so the overall total is expected to be higher.
- 5.4. Given this number of sites is significantly in excess of the number proposed in the independent Housing Needs Assessment, it is considered Billingshurst has addressed not only its own housing need figure but also has adequately contributed towards the wider housing needs of the district required by the current HDPF. The Neighbourhood Plan does not, therefore, seek to allocate additional sites for development. Instead, an early review of the Neighbourhood Plan will be undertaken to take into account the policies of the revised HDPF and the implications of these. This will provide greater clarity about the amount of growth that Billingshurst will be expected to accommodate over the new HDPF plan period.

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.

³ Billingshurst Housing Needs Assessment, AECOM, 2017

Housing design and character

- 5.5. Through the engagement on the Billingshurst Neighbourhood Plan, the community has stressed that where new housing is approved, it should be of a high quality that respects the character and rural feel of the parish and is in keeping with its immediate surroundings. Concerns have been raised that recent housing developments in Billingshurst fail to be in keeping with local character - 'they could be from anywhere'. If this were to continue, it could see the erosion of the character that makes Billingshurst a special and unique place to live.
- 5.6. This policy seeks to ensure that new development and redevelopment is in-keeping with its surroundings and in particular is well-laid out to provide a feeling of space.
- 5.7. It is important that the design of any new housing, including the density of build, responds and integrates well to its surroundings. Building for Life's 2015 report⁴ states, for instance, that varying the density of development can help to create areas with different character within larger developments, and a range of features can help create elements that can give a place a sense of identity. This is particularly relevant to Billingshurst which is subject to some large-scale developments that currently have planning permission. The overwhelming feeling from local residents was that recent developments felt 'overly dense'.
- 5.8. The engagement process revealed a series of points felt to be important to incorporate into any future housing design. In addition to the guidance set out in the Billingshurst Parish Design Statement⁵, Policy BILL2 intends to ensure that these are taken into account in planning policy, which will help to safeguard against development that feels too dense:
- **Small clusters of housing** - The positioning and layout of houses is important for good design. Small, informally laid out clusters of dwellings give a feeling of space compared with repetitive layouts of larger numbers of dwellings often observed in 'dense' developments. The pictures below show a housing layout in Penfold Grange in Billingshurst that the community cited as an example of good layout. Its houses are positioned around a central open space with no front driveways (parking is provided at the rear or in courtyards). Decorative street furniture such as streetlights are good examples of design features. Pockets of higher density developments may be acceptable to contrast areas of low density housing with small areas of open space but it is important that this does not represent the predominant layout of any development.



Example of well-spaced housing in Penfold Grange (source: Google Streetview)

⁴ Birkbeck & Kruczkowski (2015) *Building for Life 12*, Nottingham Trent University

⁵ https://www.horsham.gov.uk/data/assets/pdf_file/0018/60192/Billingshurst_Design_Statement_2009.pdf

- **Soft landscaping** – Frontages to new properties should be predominantly open in nature and separated through the use of soft landscaping, e.g. with small shrubberies and bushes. Alternative boundary treatments such as low walls, picket or post fencing can also be used provided they effectively break up what would otherwise be a harsh frontage and can effectively create a feeling of lower density development.
- **The appearance of space** - Development with staggered frontages can give more of a feeling of space rather than uniform lines. By contrast, long stretches of boundary walling along the highway tend to give the opposite effect. Footpaths that are segregated from the highway allow the formation of landscaped verges which help to soften the overall street scene. Utilities infrastructure (such as broadband cabinets) and refuse bins should be hidden out of sight where possible.



Example of staggered frontages at Forge Way (source: Google Streetview)

- **Provision of public green space** – The provision and positioning of green space within developments - for example through front gardens, green spaces between and fronting on to developments and trees and shrubs in roadside verges - is important to create a greener, softer look and feel to new housing developments and create habitats for wildlife while providing a natural and sustainable drainage system. In particular, the location and layout of public open space should make it useable and attractive to the residents.



Public open space at Morris Drive (source: Google Streetview)

- **Car parking** - Sufficient off-road car parking should be provided for residents, visitors and service vehicles. Roads should be sufficiently wide to allow free access of delivery vehicles alongside roadside parking. On street parking should be minimised as it creates a more cluttered environment in which motor vehicles dominate the design, character and amenity of the neighbourhood. In addition to this, they can pose hazards to pedestrians, cause traffic congestion and obstruct emergency vehicles.

Preferred parking solutions include the use of covered parking courts, located away from the road in such a way as to not be visually intrusive. They are also preferable to garages, which tend to be less used for cars and more for storage. Car ports are an alternative to garages which encourage their use for parking whilst also providing some storage space.



Parking courts at Penfold Grange
(source: Google Streetview)



Example of a car port design
(source: Google Streetview)

- **Accessible footways** – Access between properties and the road should be sufficiently wide enough and of a suitable surface to enable the use of those with mobility issues, including wheelchairs, motability scooters and pushchairs.
- 5.9. With the ageing population in Billingshurst, it is important that not only the type of housing which addresses their needs is provided, but that these houses are also designed to practically meet these needs. The Lifetime Homes standard is the recognised standard which achieves this and it is considered that major development sites (classified as 10 or more homes) provides at least a proportion of these properties to this standard. This reflects the needs of people with disabilities and reduced mobility.
- 5.10. In addition, the Plan supports principles set out in the practice note published in 2017 by the Royal Town Planning Institute, Dementia and Town Planning⁶. There are currently 850,000 people living with dementia in the UK, a number set to increase to 1 million by 2021 and to 2 million by 2051. Evidence has shown that good quality housing and well-planned, enabling local environments can have a substantial impact on the quality of life of someone living with dementia, helping them to live well for longer and of course, town planning has a key role to play if health and social care policies are to succeed. The practice note gives advice on how good planning can create better environments for people living with dementia.
- 5.11. The Self-build and Custom House Building Act 2015 requires Horsham District Council to keep a register of individuals and associations of individuals who are seeking to acquire serviced plots of land within the District for self-build and custom house building. The Neighbourhood Plan seeks to meet this need by supporting development of this type on sites within the built-up area boundary.

⁶ https://www.rtpi.org.uk/media/2213533/dementia_and_town_planning_final.compressed.pdf

POLICY BILL2: HOUSING DESIGN AND CHARACTER

- A. Development proposals, including alterations to existing buildings, 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: Development is expected to ensure that it contributes positively to the character of the local area within Billingshurst.**
- B. 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 Standards⁷.**
 - 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 create 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.**
- C. 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; HDPF Policy: 32, 33, 42; NPPF para: 110, 125

⁷ https://www.westsussex.gov.uk/media/1847/guidance_parking_res_dev.pdf

Energy efficiency in design

- 5.12. The Climate Change Act 2008 committed the UK to an 80% reduction in CO₂ emissions by 2050. In June 2019, an announcement was made to reduce this further to almost 100% by 2050 - this is a big feat which will require everyone to be engaged, from households and communities, to businesses and local and national government. It is a UK legal instrument, separate from any EU directive⁸.
- 5.13. '2050 ready' means homes are to be built to have minimal energy use and net carbon emissions over the year (because they are highly insulated), have low water demand, and are fitted with or directly connected to renewable energy systems.
- 5.14. Nearly Zero-Energy⁹ requirements for new developments will come into force in 2019 although standards for ecologically sustainable homes and developments are now optional. However, planners and developers are strongly encouraged to make use of energy efficient materials and to consider high-efficiency alternative systems and facilities for development sites. In this context, the orientation of buildings can be important in order to make best use of available sunlight.
- 5.15. The Code for Sustainable Homes was withdrawn by the Government in 2015 and this has been replaced by new national technical standards, which include optional Building Regulations standards regarding water and access as well as a new national space standard (this is in addition to the existing mandatory Building Regulations).
- 5.16. There is an opportunity to improve and promote sustainability in respect of minimising the emissions from built development in the parish by, for instance:
- integrating renewable energy systems into new development and retrofitting existing buildings;
 - reducing water consumption through the use of grey water systems;
 - developing community energy schemes.
- 5.17. The Neighbourhood Plan seeks to encourage energy efficient and sustainable well-designed development.

⁸ Low-carbon neighbourhood planning (2018) *A guide to creating happier, healthier, greener communities*

⁹ Near Zero Energy Building (NZEB) and Passivhaus: <http://www.passivhaus.org.uk/filelibrary/PassREg/UK-PassREg.pdf>

POLICY BILL3: 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. This 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: 6; HDPF Policy: 36, 37; NPPF para: 149, 150, 151

6. Community Assets and Infrastructure

6.1. With the levels of growth expected over the period of the Plan, it is particularly important that development is supported by appropriate provision of community infrastructure. This will ensure that those living in and moving to the parish are adequately served with a range of good quality facilities and activities. The parish has traditionally had an active voluntary sector and the community is keen that this continues. Providing decent facilities will serve to encourage and sustain the voluntary sector, which is important for not only those that they serve but also the volunteers themselves.

Sports and recreation provision

6.2. Billingshurst is currently well served for leisure and recreation facilities, as shown in Figure 6.1.

6.3. As the population grows, however, it will be important to ensure that this remains the case to enable the community to thrive. In particular there will be a need to supply additional play areas, of good quality, as well as making sure existing facilities across the area are maintained to the standards required by HDC.



Football pitch, Jubilee Fields



Arun Road playground



Natts Lane skate park

6.4. HDC sets out in its Open Space and Recreation Assessment¹⁰ the minimum facilities – both quantity and quality – that communities should have access to. In addition, a new Built Sports Facilities Strategy is currently being drafted by HDC, which is relevant to Billingshurst.

6.5. Table 6.1 below details the current position for Billingshurst.

¹⁰ [Horsham District Sport, Open Space and Recreation Assessment, 2014](#)

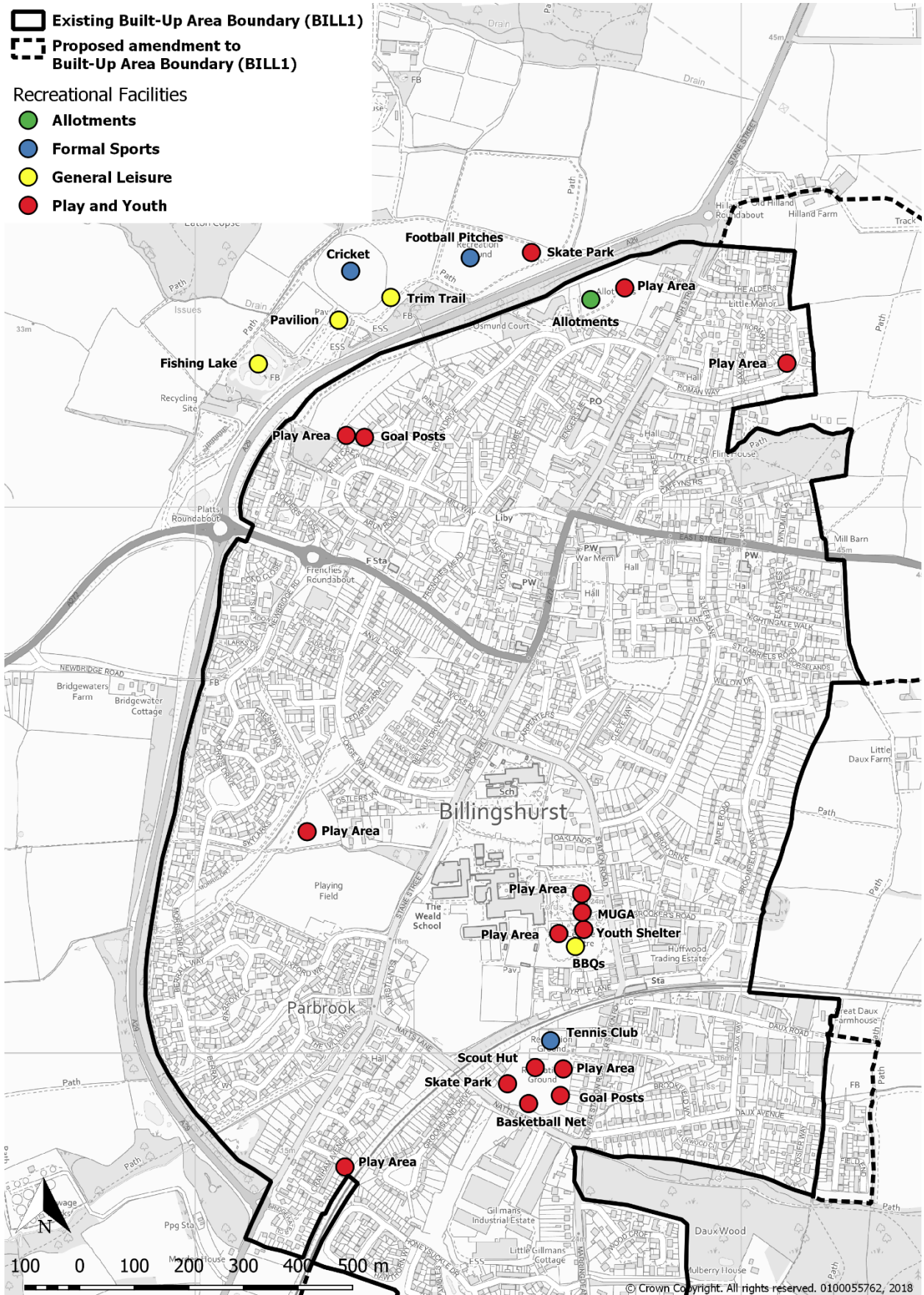


Figure 6.1: Existing play and leisure areas in Billingshurst

Requirements for Billingshurst	Current provision and commentary
Sufficient artificial turf pitches of the requisite standard to accommodate a significant proportion of local football demand	There is a floodlit astroturf pitch at Billingshurst Leisure Centre, which can host football and hockey games. Along with improvements to this pitch, a new 4 th generation ('4G') pitch would help to address increasing demand from the growing population. The sports hall itself is part of the Weald School but provides for Community Use through a community use agreement between HDC and the Weald School. Indications are that the facility will need replacing in the next 20 years or so and this needs to be planned for.
Floodlit tennis courts, ideally managed by a tennis club	Billingshurst Lawn Tennis Club, started in 1963, has four well-maintained hard courts (3 floodlit), one mini court with practice wall and a bright modern club house. It also has a court available for public use. 
A bowling green, ideally managed by a club	The parish has an established bowling club (since 1932) which has excellent facilities including a clubhouse, pavilion and a good green.
One or more floodlit multi-courts with a suitable all-weather surface, designed to be suitable for 5-a-side football (the tennis courts and multi-courts can be combined if required)	As well as the Leisure Centre facilities, Jubilee Fields Pavilion also hosts numerous sports activities. There will be a need to modernise this in the coming years. 
Equipped play areas for children of all ages to serve the needs of the new development	There are a number of play areas for children in the parish, including at Cherry Tree Close and Cranham Avenue, serving a range of age groups.  <p>Overall, however, there is a deficiency in both supply and quality. The priority should be to:</p> <ul style="list-style-type: none"> - enhance the quality of existing play facilities; - identify and develop more opportunities for 'natural play', i.e. play in a natural rather than man-made environment; and - ensure that local greenspaces, especially those in housing areas with a significant proportion of families and children, provide high value play opportunities/facilities for children.

Table 6.1: Assessment of leisure provision in Billingshurst against HDC standards

POLICY BILL4: 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 standards¹¹.**
 - ii. The provision of additional play areas to serve the needs of children of all ages, in line with the HDC's Quantity Standard¹². Where possible, this should incorporate areas for 'natural play'¹³. 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.**
 - 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: 3; HDPF Policy: 43; NPPF para: 125

¹¹ https://www.horsham.gov.uk/_data/assets/pdf_file/0019/31582/Sport-Open-Space-Recreation-Asesment.pdf

¹² Ibid.

¹³ Play provision within natural environments as opposed to man-made

Additional burial space

6.6. There is no further burial space available to the general public in the Billingshurst parish. The grounds of the parish church are full, meaning that the nearest place that burials can take place is in Shipley. Local people want to be buried in the parish and whilst Horsham District Council is the burial authority, Billingshurst Parish Council can address that desire if it wishes.

6.7. This policy supports the provision of a new burial ground within the parish with specific criteria as follows:

- i. The site should not be in a residential area;
- ii. The site should be vacant if possible; and
- iii. The land should be of poor quality, unusable for food production, but suitable for burials.



St Mary's Churchyard

POLICY BILL5: 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 conformity: NDP Objective: 3; HDPF Policy: 39; NPPF para: 145

Health and education provision

6.8. One of the most common concerns raised in the community engagement is that infrastructure identified as being required to support the level development that has been proposed for Billingshurst will not be secured. This is partly as a result of a historical lack of provision, which has resulted in the existing facilities already struggling to cope. In particular the doctor's surgery was identified by a number of people as being too small for the population. Feedback on this specific point from the engagement process included:

"With the number of housing estates being built, one doctor's surgery is insufficient – either expand existing one or build extra one. The present one cannot cope now."

"The doctor's surgery is struggling to cope and this will be worse with more houses. More facilities needed! Preferably a new building!"

6.9. The surgery has engaged with the community and the Parish Council on this issue and recognise there is a need to increase the services.

6.10. Equally the schools were felt to be at capacity. The need for a community hub was cited on numerous occasions.

6.11. The development of the land east of Billingshurst is required to provide land for play space, an extended medical centre and additional car parking. There is a development to deliver this which has planning permission. However the community has concerns, based on discussions with the GP surgery, that the provision of the additional medical capacity may not come forward. Support as necessary will therefore be given to facilitate the provision of the GP surgery expansion. Support will also be given more generally to the expansion of primary education provision, in addition to further increases in capacity at the secondary school.



Dauxwood pre-school



Billingshurst Primary School



Weald Secondary School

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.

7. Economy

Retail and the High Street

- 7.1. The HDPF classifies Billingshurst as a 'secondary centre', along with Henfield, Pulborough, Southwater, Steyning and Storrington. Policy 12 of the HDPF seeks to promote and encourage activities in these centres so they continue to be the prime focus for community life. This applies not only to Billingshurst, but to the villages it serves including Adversane, Coneyhurst and Five Oaks.
- 7.2. The village centre of Billingshurst has always played a central role in community life. The primary focus has traditionally been built around its retail services which, in turn, has created a hub for community life, with the High Street acting as a natural venue for residents to meet one another and also to exchange news with those passing through. In recent years, however, there has been a shift in the way people buy goods and this has had an impact on the retail role of the High Street, with the effect being reduced footfall and expenditure. It will be important that Billingshurst's High Street recognises this and adapts so that it can maintain its role in serving the community, especially given Billingshurst High Street's important role in HDPF Policies 12 and 13.
- 7.3. The policies in this section seek to reinforce the shopping offer while seeking to encourage the broadening of uses of the High Street so it remains a place for community interaction.



Jengers Mead



Billingshurst High Street

- 7.4. In 2016, the Billingshurst Village Centre Supplementary Planning Document (SPD) was published which defines the village centre as comprising two central areas – the High Street and Jengers Mead shopping parade and library car park (showing in pink and blue in Figure 7.1) - sandwiched between the northern and southern ends of the High Street (shown in green and orange in Figure 7.1). These are largely within the Billingshurst Conservation Area. The SPD identified a series of issues that need to be addressed to improve the High Street, some of which are still relevant.

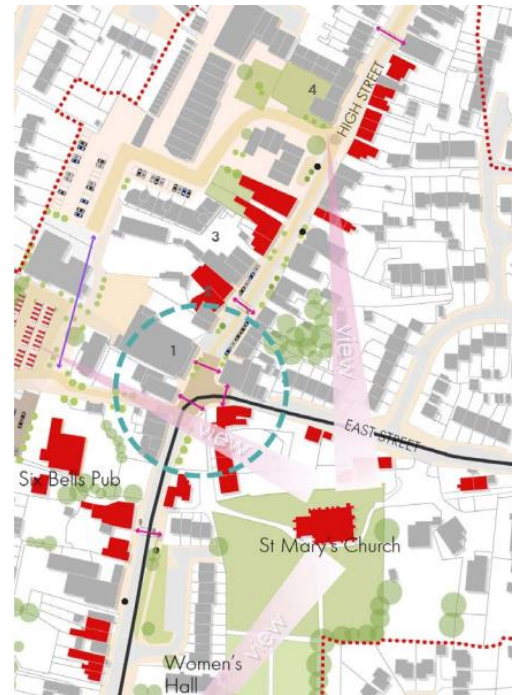
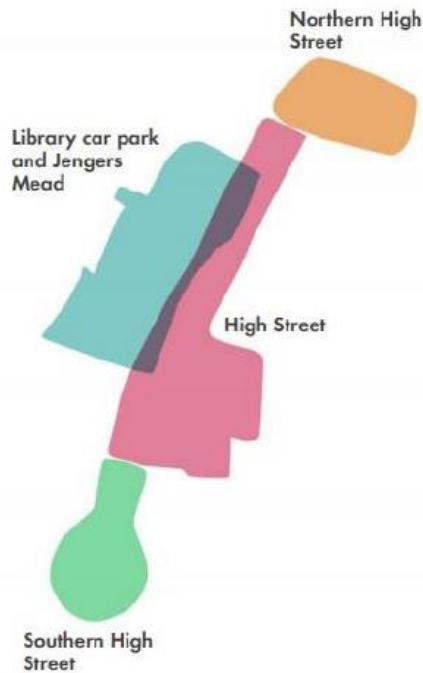


Figure 7.1: Main areas of Billingshurst High Street

High Street – key opportunities
(Source: Billingshurst Village Centre SPD)

7.5. In addition, the Neighbourhood Plan engagement process revealed a series of issues that the local community would like to address when it comes to the revitalisation of the High Street. Taken together, the main issues are as follows:

- **Pedestrian access and safety** - Situated at the crossroads of two main routes (the A29 north-south and the A272 east-west), the High Street attracts a great deal of traffic, some of it passing through, others trying to reach either the centre itself or industrial estates to the south. Whilst the new spine road being delivered as part of the development east of Billingshurst will help to reduce traffic through the High Street, the provision of safer pedestrian and, in particular, cycle routes would make the High Street more accessible to a wider range of users. Protection of these routes is addressed in Policy BILL11 in Section 8 of this Plan.
- **Car parking** - In the centre of the village there is insufficient public owned parking at peak times, with the parking at Jengers Mead frequently mentioned as an issue by residents. Sited just off to the west of the High Street, Jengers Mead has a parade of shops with its own parking area, but this site is privately owned and could be lost or charges increased depending on the site owner's wishes. To the south west, slightly disconnected at least for vehicles, is the library and library car park. Ideally the two parking areas could be better connected, as noted in the Billingshurst Village SPD¹⁴, but, as a minimum, improved signage would be helpful. Further electric vehicle charging points – in addition to those available at the library - should be made available in the car parks to encourage more sustainable traffic types.
- **Enhanced retail and services offer** - The loss of shops and services is seen by residents as a threat to Billingshurst. In particular, the loss of banks along the High Street were mentioned on multiple occasions and it was felt that a more flexible approach to the use of vacant shop units would be of benefit.

¹⁴ https://www.horsham.gov.uk/_data/assets/pdf_file/0017/40643/Billingshurst-Village-Centre-SPD.pdf

- **Expanding the village centre offer** - An opportunity was seen in providing for more food and beverage establishments to make Billingshurst village centre a more attractive place for tourists to visit, with an emphasis on 'longer stay' and the 'evening economy' as opposed to simply day visitors and shoppers. In addition, the library car park and other hard spaces might be suitable for housing temporary events and markets. Equally, there is scope, as opportunities arise (the library and sorting office were mentioned), to re-use the historic and community buildings for community, cultural or village centre activities.
- **Public realm improvements** - Many people suggested that the village centre could be made more attractive. Jengers Mead in particular was cited as 'dated', 'in need of redevelopment' and 'an eyesore'. Planters and trees have been added in recent years, and more could be done in this regard. The pavements are fairly wide in parts, enough for shops and cafes to display outside, and this could also offer scope for on-street activities to encourage footfall.

POLICY BILL6: RETAINING AND ENHANCING THE VITALITY AND VIABILITY OF BILLINGSHURST VILLAGE CENTRE

Existing retail premises

- A. 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

- B. 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.
- C. 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.
- D. 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: 5; HDPF Policy: 12, 13; NPPF para: 85

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.

POLICY BILL7: PUBLIC REALM AND MOVEMENT IN BILLINGSHURST VILLAGE CENTRE

Development proposals to enhance the public realm in Billingshurst Village Centre will be encouraged, particularly where they enhance movement by pedestrians. 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: 5; HDPF Policy: 12, 13; NPPF para: 85

POLICY BILL8: 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: 5; HDPF Policy: 12, 13, 32; NPPF para: 185

Flexible workspaces

- 7.6. Billingshurst has a well-qualified workforce, but with the majority of people working outside the parish, the supply of higher value job opportunities in Billingshurst are limited. This suggests a need to consider attracting specialist companies to relocate to the parish and/or encouraging new start-ups. The HDPF, in Policy 9, recognises the important role and contribution played by smaller businesses, including home-based businesses, play and encourages the provision of small, start-up and move-on business units. There is therefore a clear policy framework to provide for the modern, flexible economy.
- 7.7. In order to provide flexible start-up space, it is necessary to encourage appropriate buildings that can be rented out at sufficiently low rents to attract their use by business start-ups and existing home workers. A potential source of such space is vacant units along the High Street, which could either be converted on a permanent basis if they are no longer viable for retail use or on a temporary basis.
- 7.8. What is important to complement such provision is high speed (ideally 5G) broadband. One of the key requirements of modern businesses is fast, reliable broadband services. Improvements to such provision locally are strongly supported.

AIM 4: Identify buildings suitable for co-working/start-up space

To identify existing vacant premises, particularly in the centre of Billingshurst village and explore the potential for their re-use – either on a permanent or temporary basis – as co-working/start-up commercial business space.

Tourism

- 7.9. Policy 11 of the HDPF recognises the importance of tourism to the economy, with around 5% of those employed in the district working in this sector. Although it is a small proportion of total local employment, it is higher than the South East and national average. At the moment, Billingshurst's potential as a location for tourism has not been exploited, but it has many features that can be capitalised on. This policy seeks to encourage the infrastructure and conditions to grow this sector of the economy.



Travelodge Hotel, Stane Street



The Limeburners Public House (with camping facilities)

- 7.10. Billingshurst, sitting on the crossroads of the A272 and A29, is a natural passing through point for those travelling east-west and north-south. It is surrounded by countryside, with views of and easy access to the South Downs. Nearby attractions include Fishers Farm, the Blue Idol Meeting House, the Wey & Arun Canal, the RSPB bird sanctuary at Pulborough, Petworth House, and Parham House and Gardens. There are also many historic features within the parish worthy of a visit as well as a network of walking routes.



The Arun at New Bridge

- 7.11. Modest tourism growth is therefore welcomed, recognising the economic benefits it brings to the local and wider community. This must be balanced though with the need to ensure that tourism development is appropriate and does not have a detrimental impact on the quality of life of the community. It is important that the infrastructure relating to tourism is re-examined to ensure that adequate new facilities are provided as Billingshurst's population expands.
- 7.12. Developing the visitor economy in Billingshurst will require a range of accommodation for people; the value of tourism locally will increase if more people are staying overnight rather than visiting only for day-trips. The parish currently has a relatively limited range of accommodation both within the village and the surrounding countryside. It is important therefore that the provision of a greater range of accommodation options, i.e. hotels, inns, B&Bs, hostels and camping, are supported. However, it is equally important that such uses are appropriate for their location and do not have significant detrimental impacts on the natural environment.

POLICY BILL9: 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, there will be no significant detrimental environmental impacts. Adequate provision for parking is included, particularly for proposals within or adjacent to Billingshurst Village Centre; and**
- iv. For proposals within the Built-up Area Boundary, there should be no detrimental impact upon traffic movement through the High Street.**

Policy conformity: NDP Objective: 5; HDPF Policy: 11; NPPF para: 83

8. Transport and Movement

Movement routes

- 8.1. With the population of Billingshurst set to grow through the allocation of a number of significant housing sites around the edge of the village, traffic and movement around and through the village will be an even greater issue for residents and visitors alike than at present. In particular, the speed and volume of traffic is of concern. This policy seeks to encourage non-car modes of transport to access facilities within the parish by identifying Key Movement Routes and identifying where new paths can be created or existing ones enhanced.



- 8.2. The village of Billingshurst, as a place to shop and spend leisure time, has always been attractive because of the relative ease of access. However, engagement by the community in the Neighbourhood Plan process identified a high level of concern about the extra traffic that will be generated by the new housing developments using roads that are already considered by people to be congested at busy times of the day. Therefore, encouraging walking and cycling, particularly for journeys within the parish, will be important. This includes linking the new housing developments with key facilities, such as shops, schools, medical and community facilities. In addition, providing for other environmentally friendly forms of transport, such as electric cars, should be encouraged, for instance through the provision of car charging points incorporated into new developments and at locations across the parish.
- 8.3. Whilst the Neighbourhood Plan cannot prevent people from using their cars for short journeys, improvements to key routes will encourage short, local journeys to be made by foot or bicycle. Not only will this alleviate congestion and associated air pollution (particularly outside the schools and at the main junctions) but will provide regular healthy exercise. Linking both existing and new development area into the network of existing routes is vital to encourage more walking and cycling and less use of the car but also to connect these areas and their residents to the key destinations in Billingshurst.
- 8.4. Figures 8.1 to 8.3 shows the Key Movement Routes in and around Billingshurst village. These have been identified through local engagement workshops, to understand the key routes used to access facilities and hence which should be enhanced and connected to.

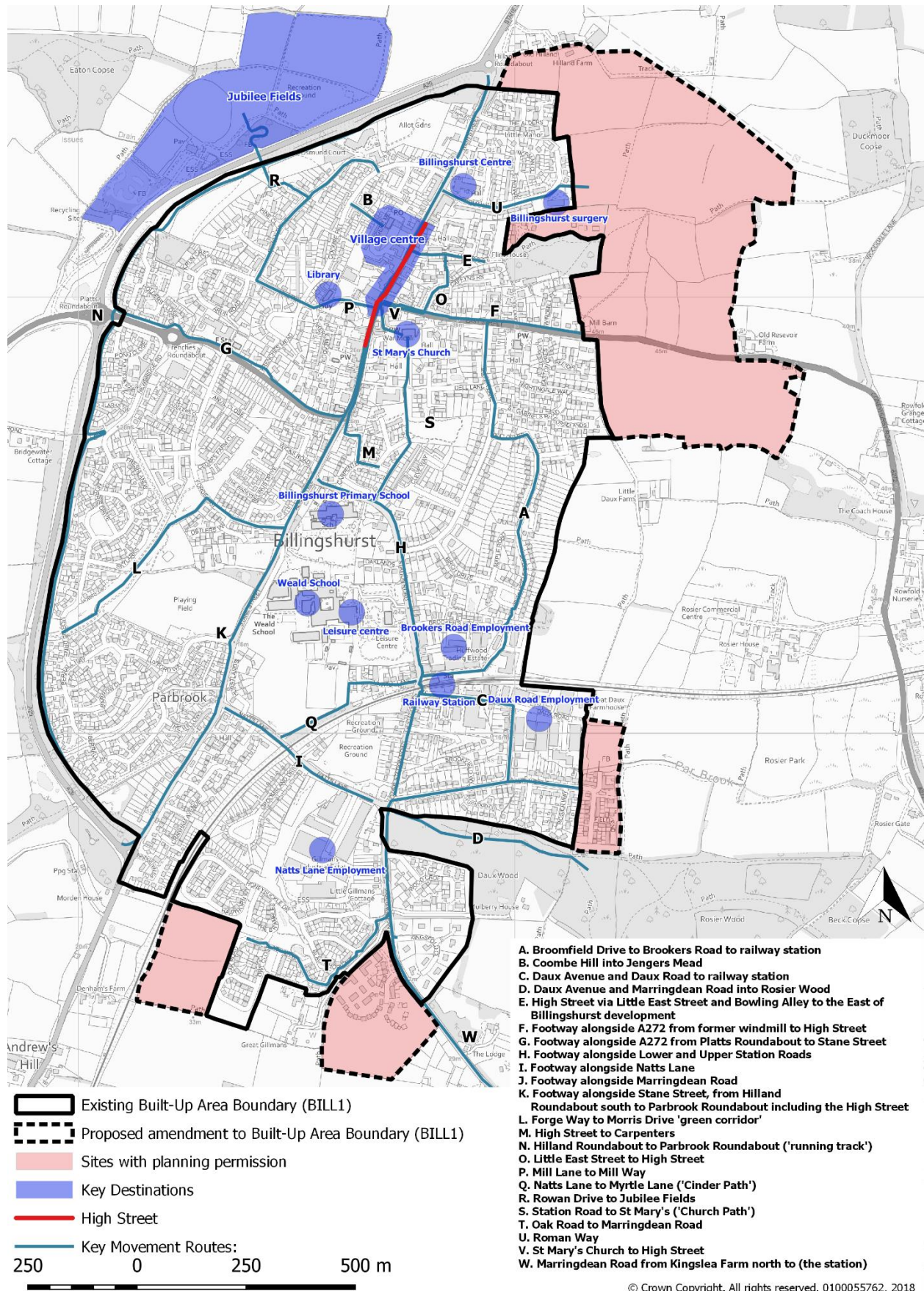


Figure 8.1: Key Movement Routes

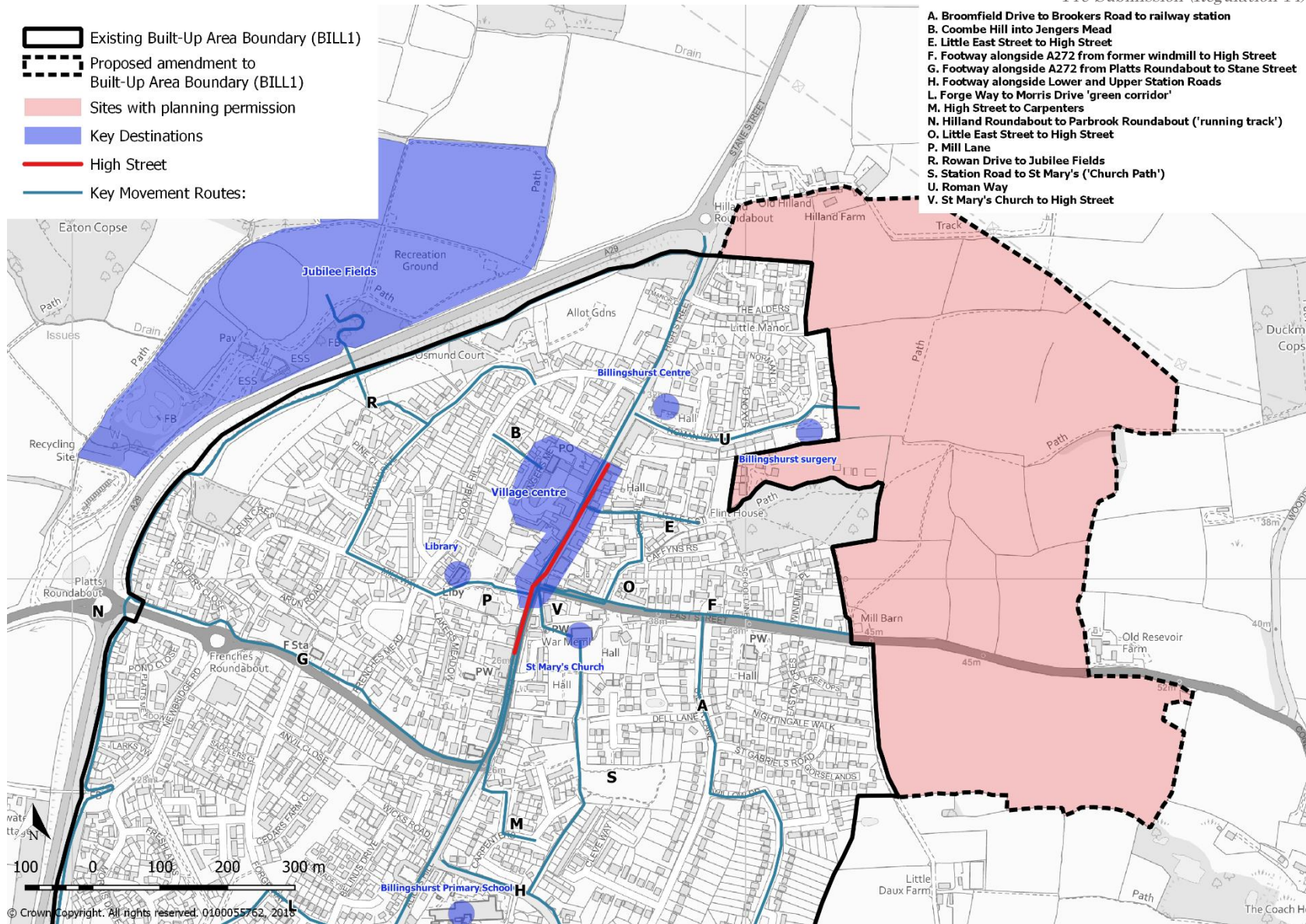


Figure 8.2: Key Movement Routes – north

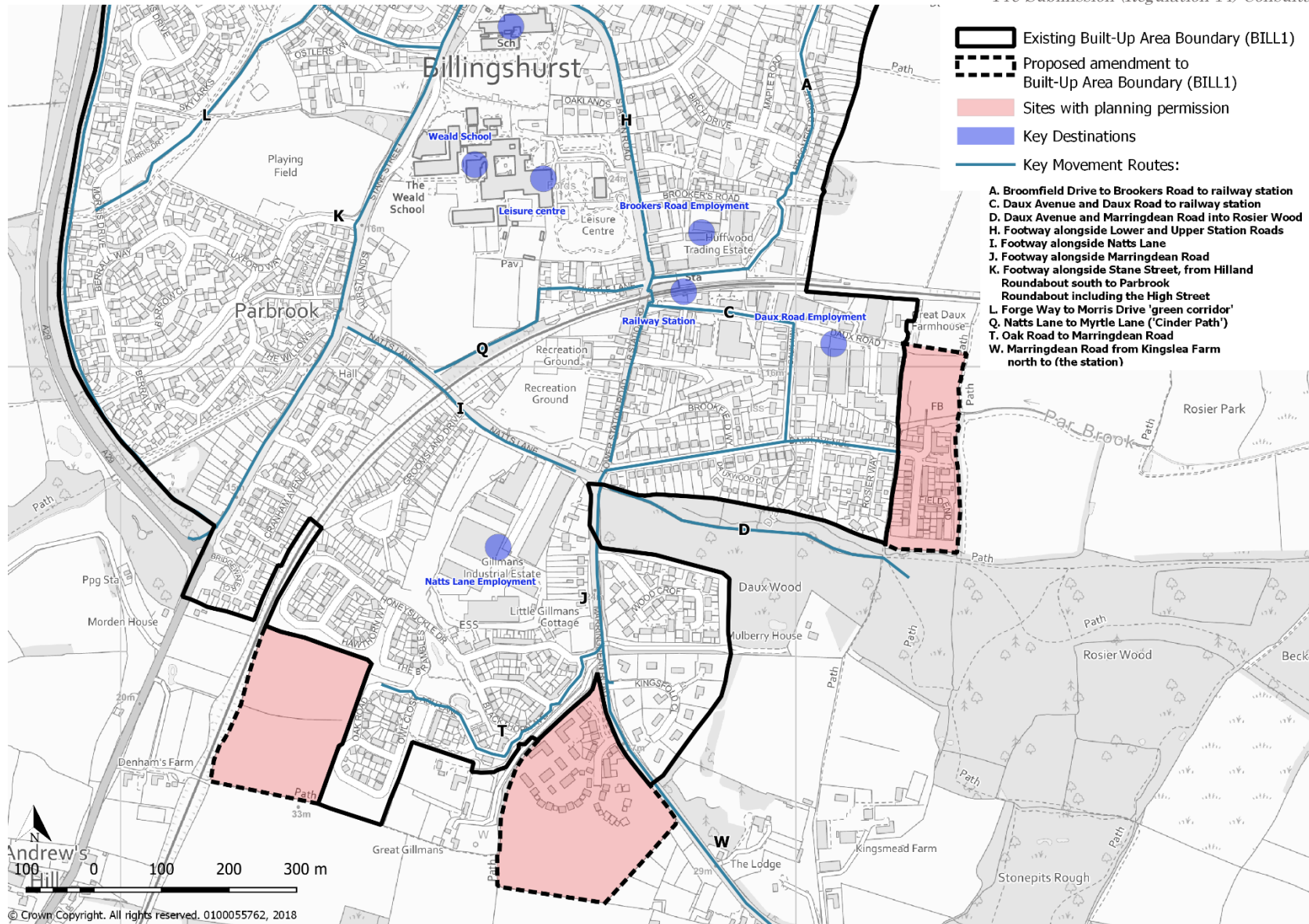


Figure 8.3: Key Movement Routes - south

POLICY BILL10: 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: 4; HDPF Policy: 40; NPPF para: 102, 103

Movement routes beyond the parish

- 8.5. In addition to Movement Routes within the parish, the Neighbourhood Plan consultation resulted in the community identifying a series of routes that could be enhanced to link to neighbouring parishes and facilities, in particular to Wisborough Green, the Downs Link bridleway, the South Downs and to the Wey South footpath to be desirable. These could be undertaken as follows:

Wisborough Green

- A walking and cycling route alongside the A272 in entirety is not a practical option, not least due to the constraint of New Bridge. Off-road recreational links, meaning earth and possibly stone surfaces, could potentially be created out of Billingshurst to connect to existing bridleways. One route could link to Lordings Road and, subject to a suitable road crossing, use the existing bridleway close to Tanners Farm to reach Wisborough Green south of St Peter's Church.
- Another route could be possible if cycle access is permissible on the footbridge spanning the A29 into Jubilee Fields (para 9.3.6), and from there upgrading the existing public footpaths that cross a paddock and follow the access drive at Tedfold. On reaching Rowner Road, an existing bridleway runs to Newpound Common, from where Newpound Lane links to Wisborough Green.

The Downs Link bridleway

- The Downs Link is a popular bridleway, often used by families and organised cycle rides, for off-road access between Guildford and Shoreham. Its nearest point to Billingshurst parish is at Slinfold village on Hayes Lane. It may be possible to develop a cycle track or bridleway running parallel to the A29 north from Five Oaks to Hayes Lane, from where walkers and cyclists would need to use the lane. This route would additionally create a safe link for an existing bridleway north of Five Oaks running west through Ingfield Manor School to The Haven.

- An alternative route could be to upgrade public footpath 1478 east from Five Oaks to connect with an existing bridleway running to Bashurst Hill, from where a short length of road would be used to connect to an existing bridleway running to Itchingfield, from where the Downs Link can be accessed using the local roads. This route would additionally provide for residents of Five Oaks to link to an existing bridleway providing access south to New Road and to Rosier Gate.

The South Downs

- To make a largely off-road connection between Billingshurst and the South Downs will require a considerable commitment given the distance involved. Within Billingshurst parish it is possible public footpaths 1322 and 1323 could be upgraded to bridleway so as to connect with Adversane Lane, and by creating a path in the existing wide road verge this would link to existing bridleways running south in the direction of Gay Street and North Heath. Using quiet lanes and other bridleways connections are available to Pulborough and West Chiltington villages, and from the latter, quiet lanes and bridleways provide a connection to Storrington along Hurston Lane. Once there, an existing route using The Plantation, Fern Road, School Lane and Greyfriars Lane provides a reasonable route to ascend the chalk escarpment.

The Wey South footpath

- This promoted walk follows the towpath of the former Wey & Arun Canal, London's 'Lost Route to the Sea'. It runs in part within Billingshurst parish, close to the River Arun and the parish's western boundary. Existing public footpaths and bridleways provide reasonably convenient links to connect Adversane and Billingshurst with the towpath, albeit using paths that may not be suited to year-round use. Improving the surface of existing paths and identifying new short lengths to provide better off-road connections would increase the accessibility to a quiet and remote part of the parish. It would be possible to devise promoted trails from the villages, which would support the local tourism economy too.

Aim 5: 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***

Parking

- 8.6. The issue of car parking, including the lack of availability of off-road parking spaces, was raised by the community during the engagement process. These policies seek to address this.

Public car parking

- 8.7. Particular hotspots, where lack of public parking creates a problem are:

- Lower Station Road
- High Street (former Lloyds Bank, McColls area)
- Coombe Hill
- Station Road
- Natts Lane
- Silver Lane
- Areas of Penfold Grange
- Blackthorn Way
- Honeysuckle Drive
- Lakers Meadow
- Roman Way
- St Mary's Close
- Frenches Mead
- Carpenters
- Wicks Road
- Forge Way (Weald School End)
- Saddlers Close
- Coombe Hill exit onto High Street
- High Street (Flower Box)
- Green area outside Walnut Tree Cottages, Adversane
- Outside Adversane Hall, Adversane Lane

- 8.8. The Natts Lane area has long been an area of concern, along with Station Road and Lower Station Road, with inconsiderate and illegal double yellow line parking a regular occurrence. In 2017 Horsham District Council provided a new commuter car park in Myrtle Lane, near to the station, to help with parking issues in the station area, but unfortunately this is very poorly used despite much advertising. The possibility of the existing station car park being changed to a multi-storey is a possible option, which could be explored.

- 8.9. It is, therefore, paramount that any existing public, off-road parking is not lost and that opportunities to provide additional parking, is maximised.



Myrtle Lane car park

POLICY BILL11: 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: 4; HDPF Policy: 41; NPPF para: 105, 106

Residential parking provision

- 8.10. As well as safeguarding public car parking, the community is keen that all new dwellings should have sufficient off-road parking spaces to cater for the residents, visitors and service vehicles. Many of the older properties in Billingshurst have insufficient off-street parking for the number of cars owned by those occupying the dwellings. Some of this is because the housing is sufficiently old that car usage was not taken into account when they were built. The result of this, however, is that as car ownership has grown, there are now high levels of on-street parking which has led to narrow roads, making it difficult for vehicles to pass, particularly emergency vehicles, buses and service vehicles. It also makes it more dangerous for pedestrians who have to cross the road between parked cars.
- 8.11. The parish has high levels of car ownership, above district and regional average. This, combined with the rural nature of parish, identifies that the off-road parking standards for any new development as set out in the West Sussex Parking Standards¹⁵ should be regarded as a minimum standard and should be exceeded where possible.

POLICY BILL12: 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: 4; HDPF Policy: 4; NPPF para: 105, 106

¹⁵ West Sussex County Council Guidance for Car Parking in New Residential Developments, September 2010

9. Environment

Local Green Spaces

9.1. Under the NPPF, Neighbourhood Plans have the opportunity to designate Local Green Spaces which are of particular importance to them. This will afford protection from development other than in very special circumstances. Paragraph 100 of the NPPF says that the Local Green Space designation should only be used where the green space is:

- in reasonably close proximity to the community it serves;
- demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- local in character and is not an extensive tract of land.

9.2. The following areas are considered to fulfil all of the criteria of the NPPF:

- | | |
|---|---------------------------------------|
| 1. Jubilee Fields | 10. Forge Way Green |
| 2. Cherry Tree Close Play Space | 11. Maple Road Green |
| 3. Wood at Bypass | 12. Green at Broomfield Drive (South) |
| 4. Green at Frenches Mead | 13. Green, fronting Carpenters |
| 5. Carpenters Green | 14. Adversane Green |
| 6. Lower Station Road Recreation Ground | 15. Bypass path |
| 7. Cleveland Gardens | 16. Green north of Ostlers View |
| 8. Bowling Alley | 17. Green south of Ostlers View |
| 9. Station Road Gardens | 18. Manor Fields |

9.3. Figure 9.1 shows each of the Local Green Spaces. Detailed maps of each space are shown in Appendix B. Details of how each area fulfils the Local Green Space criteria is included in the supporting evidence base.

9.4. Several areas of high environmental value are not included as Local Green Spaces. In particular this includes ancient woodland such as Rosier Wood. Given their status, these areas already have a significant level of protection which would not be added to by designation as a Local Green Space.

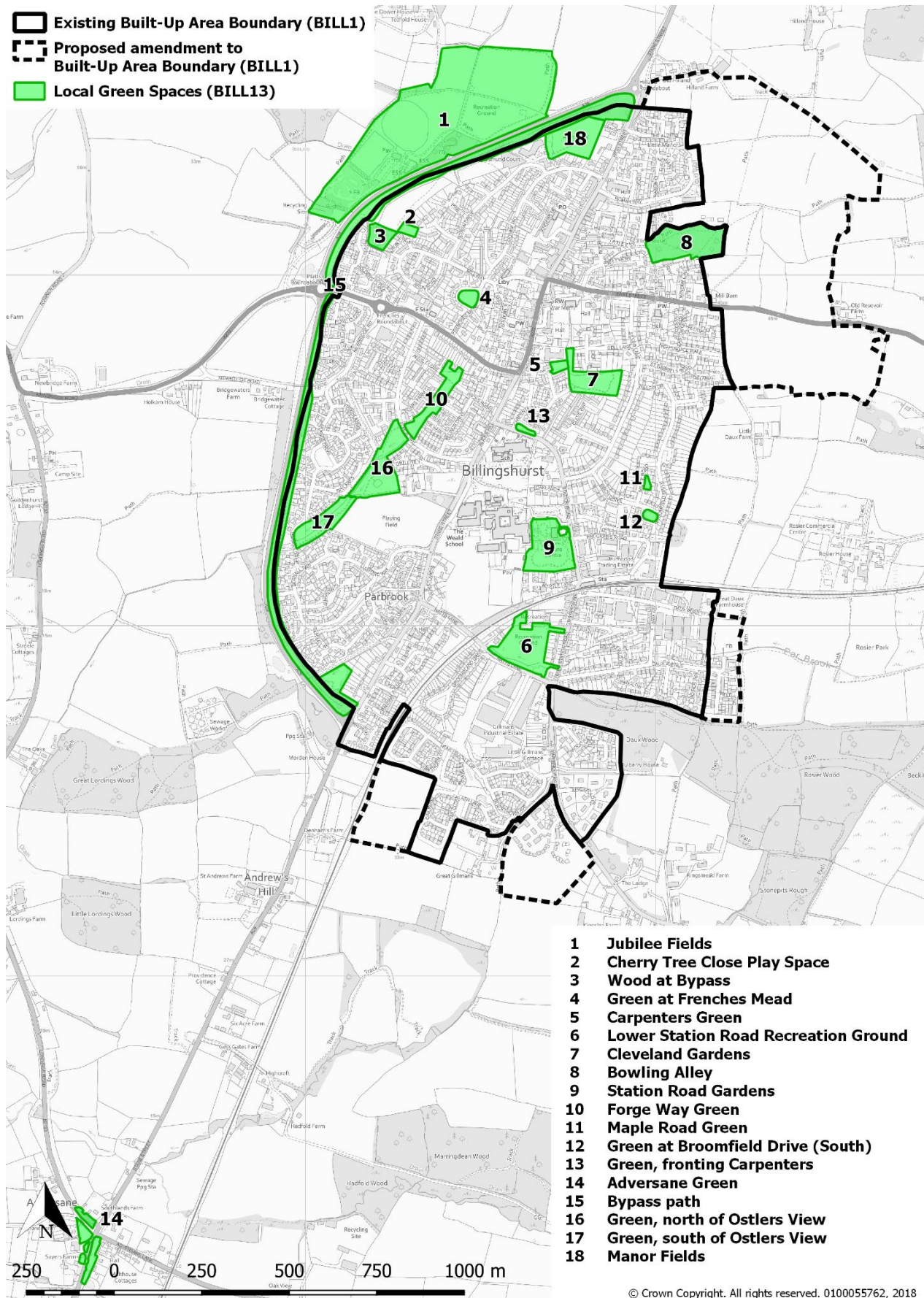


Figure 9.1: Local Green Spaces

POLICY BILL13: LOCAL GREEN SPACES

A. The following areas shown on the Policies Map in Section 12 are designated as a Local Green Spaces:

- 1. Jubilee Fields**
- 2. Cherry Tree Close Play Space**
- 3. Wood at Bypass**
- 4. Green at Frenches Mead**
- 5. Carpenters Green**
- 6. Lower Station Road Recreation Ground**
- 7. Cleveland Gardens**
- 8. Bowling Alley**
- 9. Station Road Gardens**
- 10. Forge Way Green**
- 11. Maple Road Green**
- 12. Green at Broomfield Drive (South)**
- 13. Green, fronting Carpenters**
- 14. Adversane Green**
- 15. Bypass path**
- 16. Green north of Ostlers View**
- 17. Green south of Ostlers View**
- 18. Manor Fields**

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.

Policy conformity: NDP Objective: 7; HDPF Policy: 30,31; NPPF para: 99, 100, 101, 145

Effective Sustainable Urban Drainage Systems and biodiversity

- 9.5. The issue of flooding has been raised consistently during the engagement phase for the Neighbourhood Plan. In particular there are concerns about the impact that new development will have, particularly if further greenfield land is to be built on.
- 9.6. Whilst flooding issues are generally dealt with at the strategic level, the Neighbourhood Plan presents an opportunity to encourage effective urban drainage solutions that can add additional capacity and flexibility to water drainage systems in cost effective ways. Policy 38 in the HDPF on flooding expects development to provide Sustainable Drainage Systems (SuDS) and requires, when determining the appropriate SuDS method, for developers to give consideration to ‘amenity value and green infrastructure’. This is particularly important, given that well-designed SuDS can not only improve the environment and provide biodiversity benefits, but can also provide a place for residents and others to enjoy and be closer to nature.
- 9.7. There are examples of recent developments in Billingshurst that have failed to take full advantage of the benefits of well-designed SuDS schemes. Whilst SuDS have been provided, they are not often made attractive and accessible to people, nor have they been designed to enhance biodiversity, as now required by the NPPF. In particular, they have not recognised the opportunities to mitigate the growing threat of water stress through effective water capture and management. For example, when rainwater or greywater is captured, it can be used to keep greenery adequately watered and to generally cool the ambient temperature of the built development. An example is shown below, showing a SuD just off Blackthorn Avenue looking northwest towards The Brambles. In summer, the meadow flowers are in full bloom, but in winter, the area is bleak and void of undergrowth. Throughout the year, the gabion basket is visible at all times which takes away from the aesthetic of the site. Finally the area rarely contains anything more than a few centimetres of water. A more creative use of space could have provided an improved visual effect and biodiversity resource year round.



Example of less-well designed SuD, off Blackthorn Road

- 9.8. There are many examples of creative use of space within developments where a ‘multi-value’ approach to SuDS provision has been adopted. The common theme is that a wide range of techniques and approaches have been used to maximise the potential for SuDS to mitigate climate change. These approaches start from the point that SuDS is about more than just flood mitigation and that, importantly, good design means SuDS can be provided even where there is very little available space. Moreover, such provision can be made as part of the wider green infrastructure provision, so addressing the design requirements of Policy BILL2.



Examples of creative use of SuDs, cohousing project, Stroud

(Source: Wildfowl and Wetlands Trust)

POLICY BILL14: 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. Arrangements must be in place for the ongoing management and maintenance of the SuDS, for example, a contractual agreement by a third party.**

Policy conformity: NDP Objective: 5; HDPF Policy: 31, 35, 37, 38; NPPF para: 94, 99

View from St Mary's Church

- 9.9. The existing listed buildings and Conservation Area of Billingshurst are protected through national policy and through the relevant policies in the HDPF. These are shown in Appendix C. The Parish Church of St Mary is a Grade I listed building and stands on a hill near the centre of the village in East Street. The church is built mainly in the perpendicular style but the earliest parts date from the 12th Century. During the centuries, the church has been added to and extended. It was extensively restored in 1866 using local stone.
- 9.10. The Broach Spire of the church can be viewed from most parts of the village. These views are very precious and are worthy of protection by preventing new buildings obscuring the line of sight to the church spire wherever possible. The Design Statement for the Parish of Billingshurst sets out that protecting these views is the most important aspect of the whole Design Statement. For this reason, Policy BILL17 seeks to retain view both to and from St Mary's Church.



St Mary's Church, Billingshurst

POLICY BILL15: VIEW TO AND FROM ST MARY'S CHURCH

Development is expected to preserve the setting of St Mary's Church and views of it from all vantage points in Billingshurst village. Any development which has a substantially harmful impact on the setting of St Mary's will be refused. Any development that obscures views of the church will be considered harmful.

Policy conformity: NDP Objective: 6; HDPF Policy: 25, 33, 34; NPPF para: 94

Public art

- 9.11. High quality public art can significantly enhance the public realm and ‘feel’ of a place. Indeed, if such art has a local connection – either through the artist or the subject matter – then it can become an important part of what it is to live in and be part of a local community.
- 9.12. The provision of public art, either as part of a development or preferably in appropriate central locations within the Billingshurst village, is encouraged. The commissioning of particular pieces will potentially be funded through monies collected by the Community Infrastructure Levy mechanism.

10. Monitoring and implementation

- 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.

11. Non-Policy Actions

11.1. 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.

Table 11.1: Non-policy actions

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
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

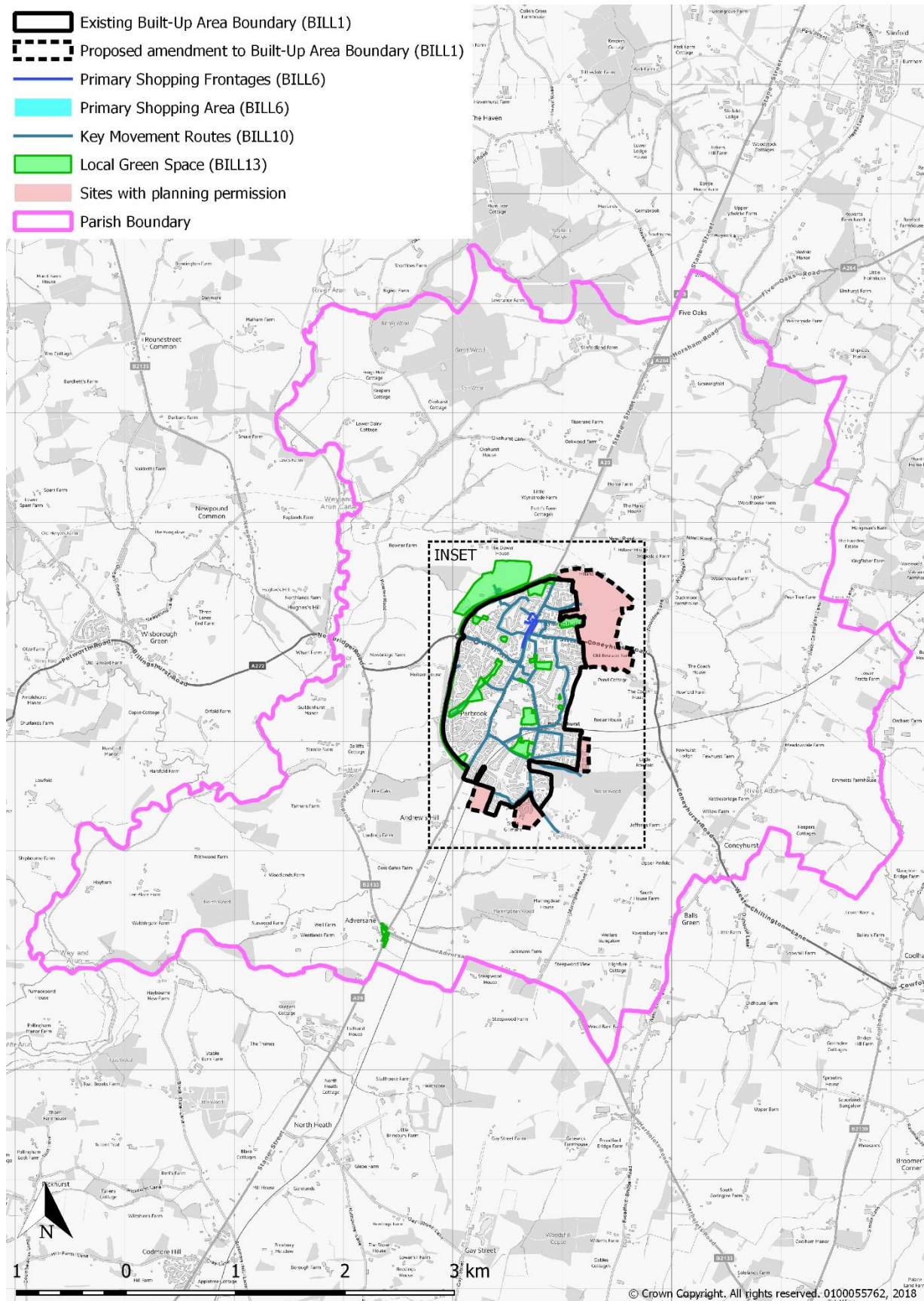
No.	Issue	Possible actions	Lead agencies and partner (see key)
7	The ambition to enhance the range and quality of public art	Identify key locations where public art would enhance the public realm and engage with the community about the type of installation that would be appropriate.	PC
Transport and 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
12	Current foot/cycle path network requires improvements including infrastructure.	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: <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. 	PC, local footpath groups, neighbouring parishes, WSCC PRoW team, local schools
13	Current foot/cycle path network requires extensions.	Identify areas of the PRoW network where extensions would help to connect the parish to settlements and features beyond, In particular: <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 	PC, local footpath groups, neighbouring parishes, WSCC PRoW team

No.	Issue	Possible actions	Lead agencies and partner (see key)
Housing			
14	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			
15	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
16	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.	PC, local businesses, HDC, WSCC
17	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
18	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
19	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

Key

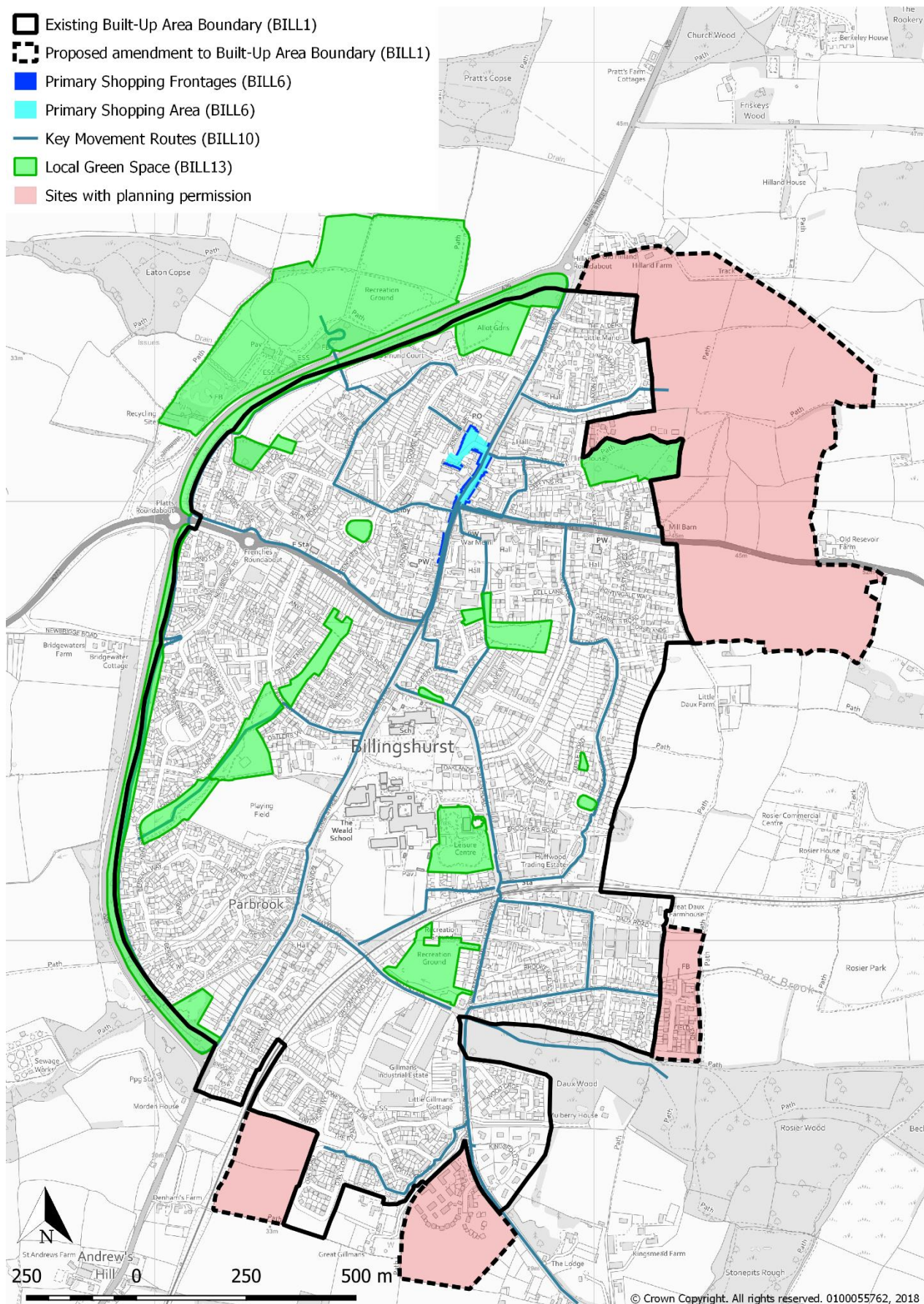
BSRA: Billingshurst Sports & Recreation Association
 BCP: Billingshurst Community Partnership
 CCG: Clinical Commissioning Group
 HDC: Horsham District Council
 PC: Parish Council
 PRoW: Public Rights of Way
 WSCC: West Sussex County Council

12. Policies Maps

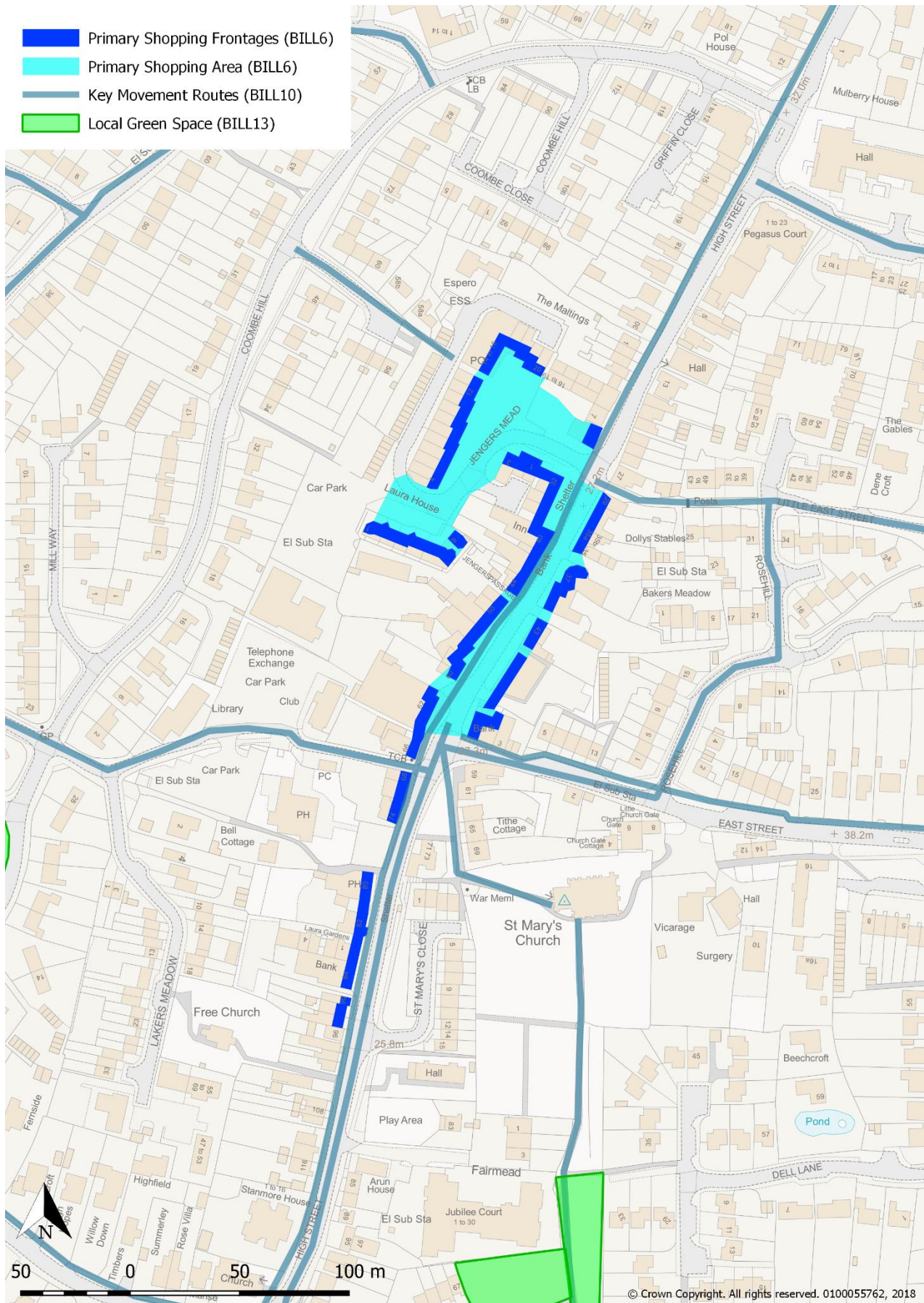


INSET MAPS

-  Existing Built-Up Area Boundary (BILL1)
-  Proposed amendment to Built-Up Area Boundary (BILL1)
-  Primary Shopping Frontages (BILL6)
-  Primary Shopping Area (BILL6)
-  Key Movement Routes (BILL10)
-  Local Green Space (BILL13)
-  Sites with planning permission



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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 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.

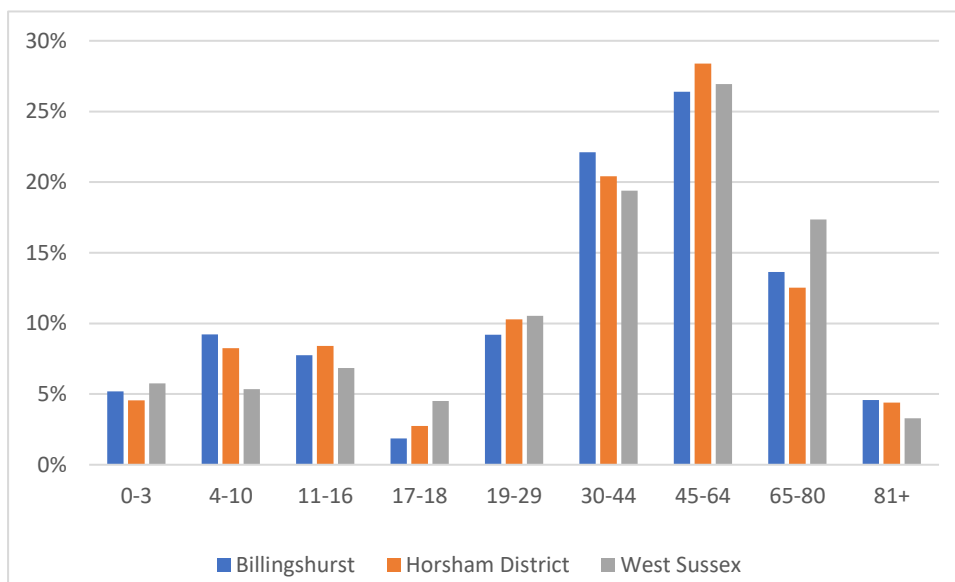
APPENDIX A PROFILE OF BILLINGSHURST

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

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.
- 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.

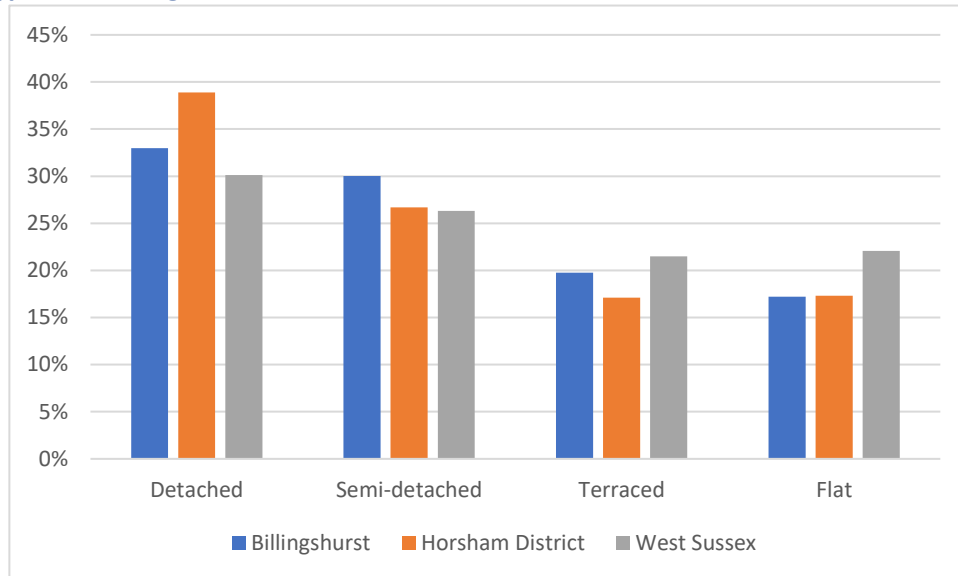
Figure A1: Population profile



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.

Figure A2: Type of dwelling



- 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.

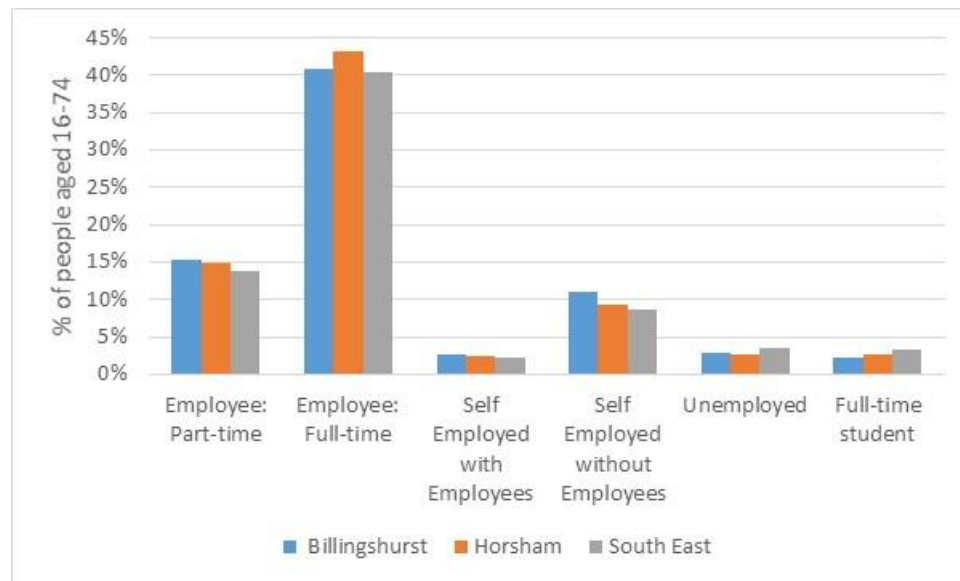
Figure A3: Number of bedrooms



Work

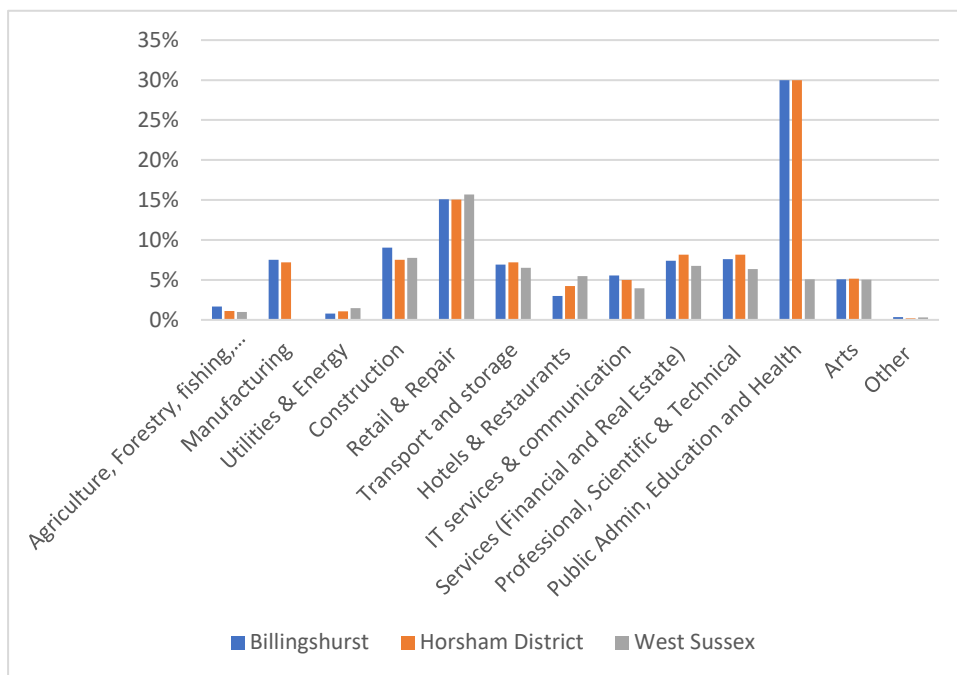
- 1.7. Billingshurst has a high proportion of people aged 16 to 74 who are economically active (75%), well above the regional average of 72%. Figure A4 shows there are many self-employed people in the parish, many of whom do not have employees. This is perhaps not unusual for a rural area but suggests 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



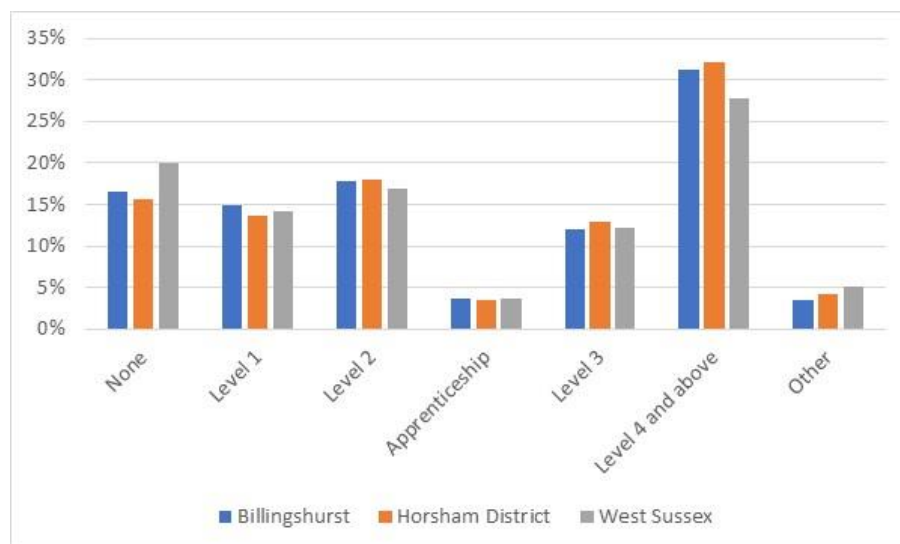
- 1.8. Of the economically inactive population, there is an above-average number of retirees. This is not surprising given the age profile shown earlier.
- 1.9. Figure A5 shows that Billingshurst is strongly represented in public administration jobs but also in retail and repair, which is in line with 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.

Figure A5: Industry of Billingshurst workers



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)

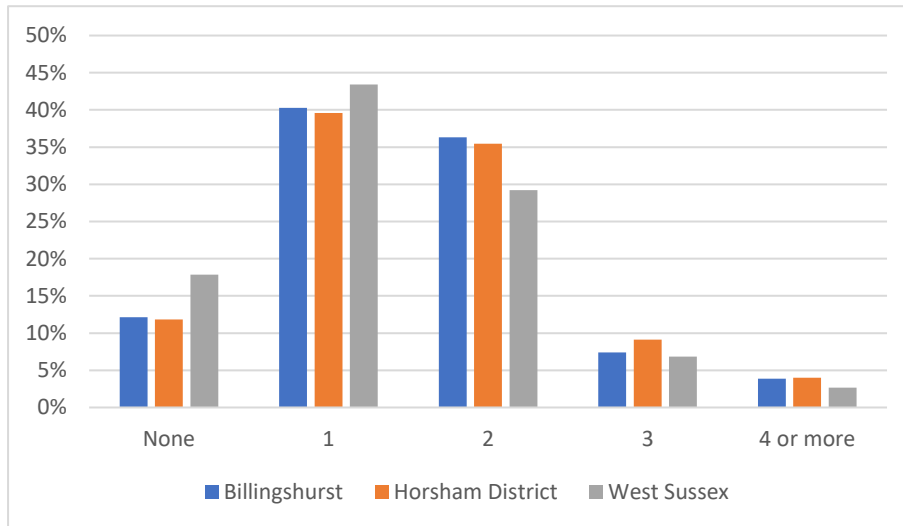
Level 3: A level or equivalent

Level 4: Certificate of higher education (or equivalent)

Transport and movement

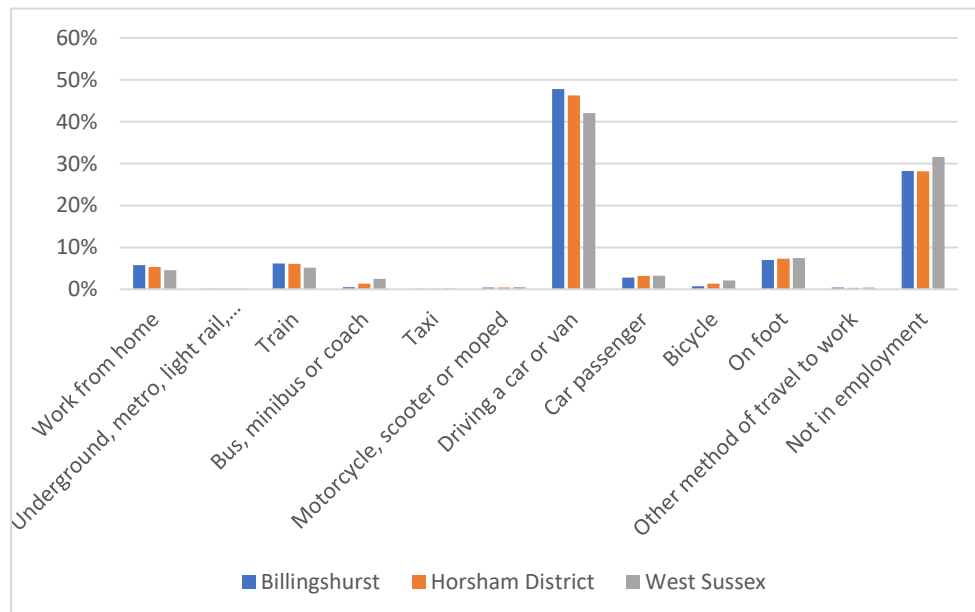
- 1.11. Car ownership in Billingshurst is high, as illustrated in Figure A7, with 3,452 cars representing an average of 1.53 cars per household. This is in line with the Horsham district average but is well above the average for the South East (1.35 cars per household) and the national average (1.16 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.

Figure A7: Car availability by household



- 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.

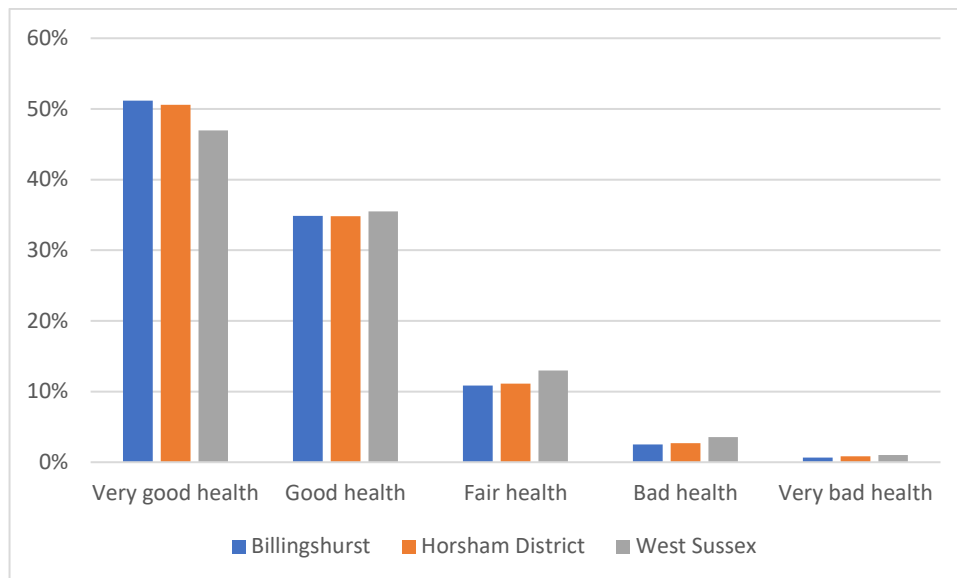
Figure A8: Method of travel to work



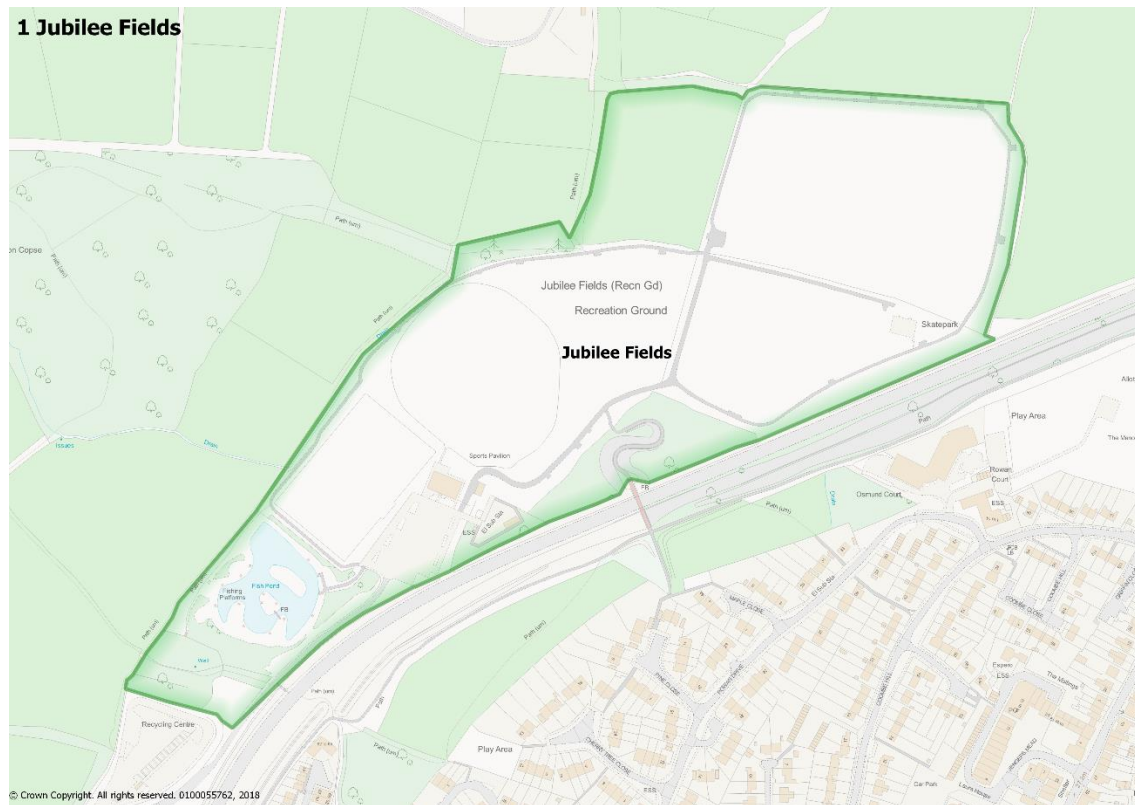
Health

- 1.13. Living standards are currently high in the parish - life expectancy rates are high and levels of deprivation are low. Figure A9 illustrates this. The Neighbourhood Plan will need to maintain and enhance this good quality of life whilst supporting the growth of the parish. In particular, the provision of accessible green spaces within the villages, as well as easy access to the surrounding countryside, has been shown as important to both mental health and physical health and the Plan will need to bear this in mind.

Figure A9: General level of health



APPENDIX B LOCAL GREEN SPACES



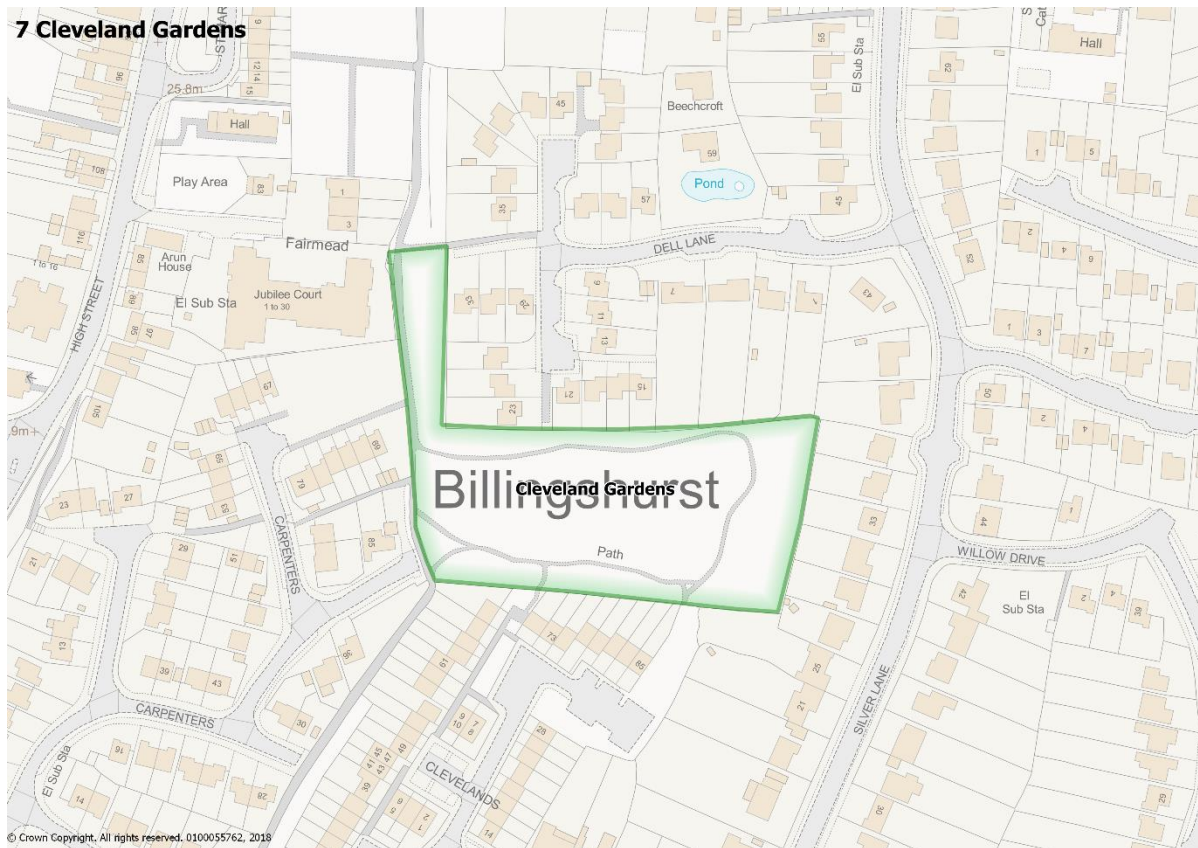
3 Wood at Bypass

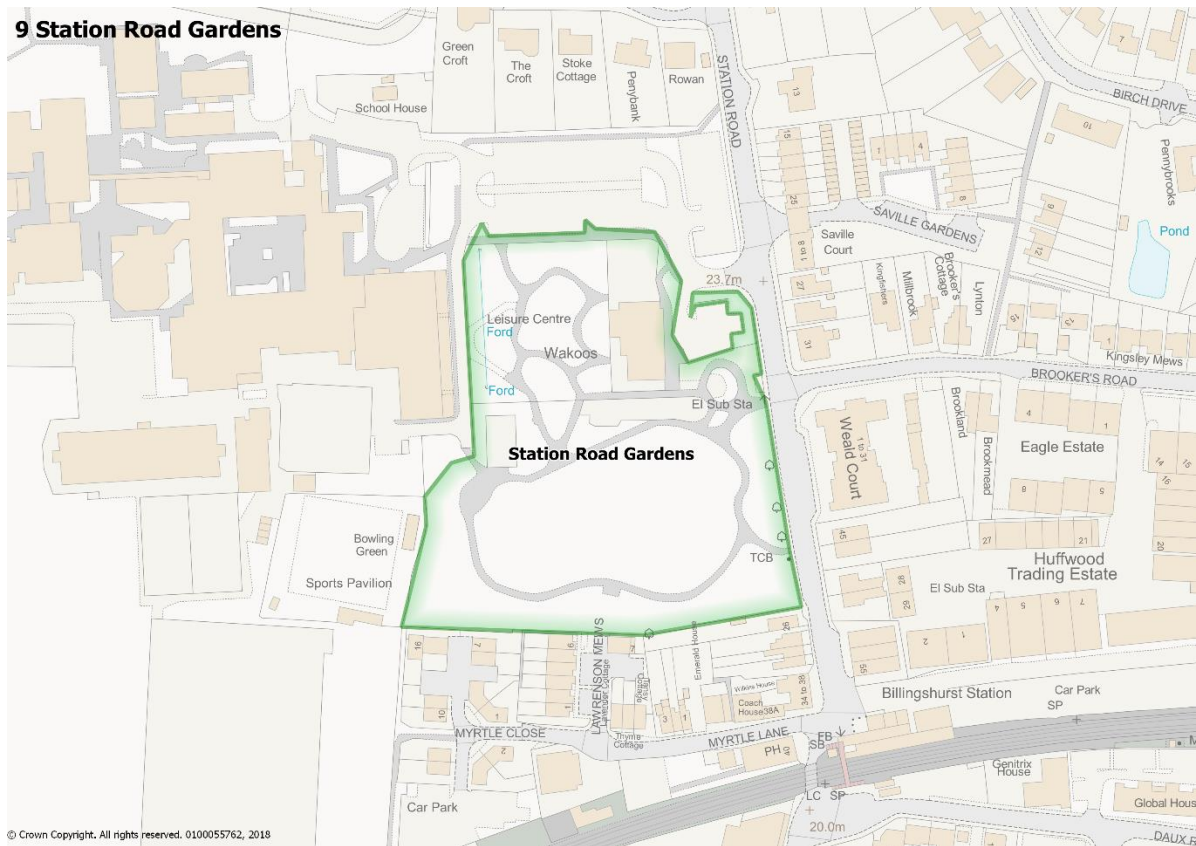


4 Green at Frenches Mead





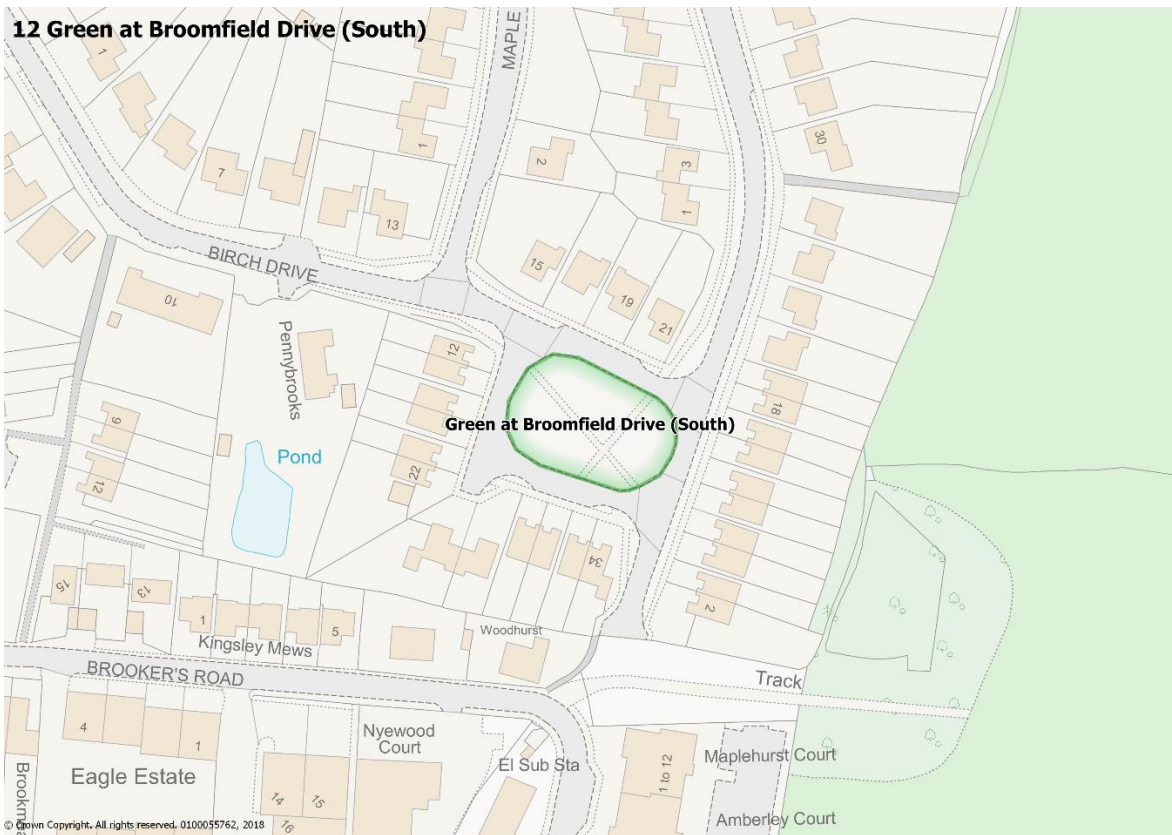




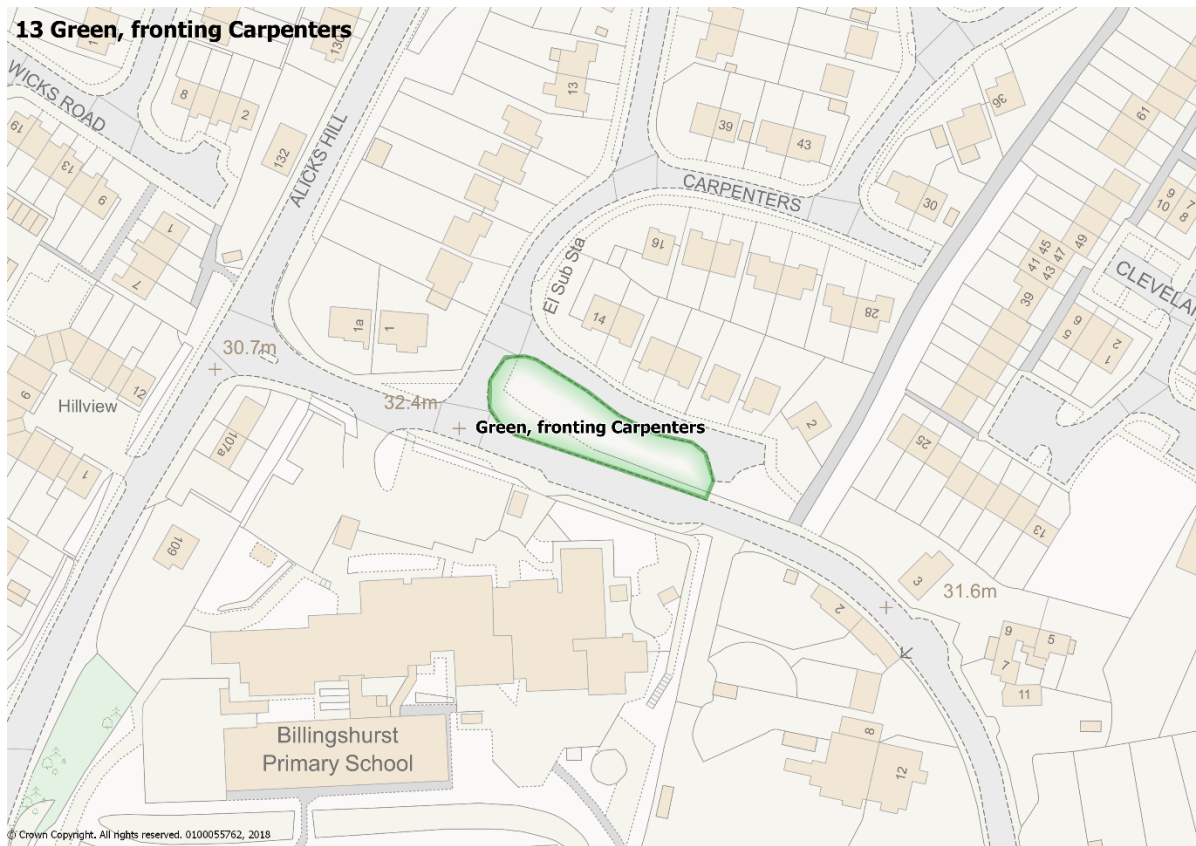
11 Maple Road Green



12 Green at Broomfield Drive (South)

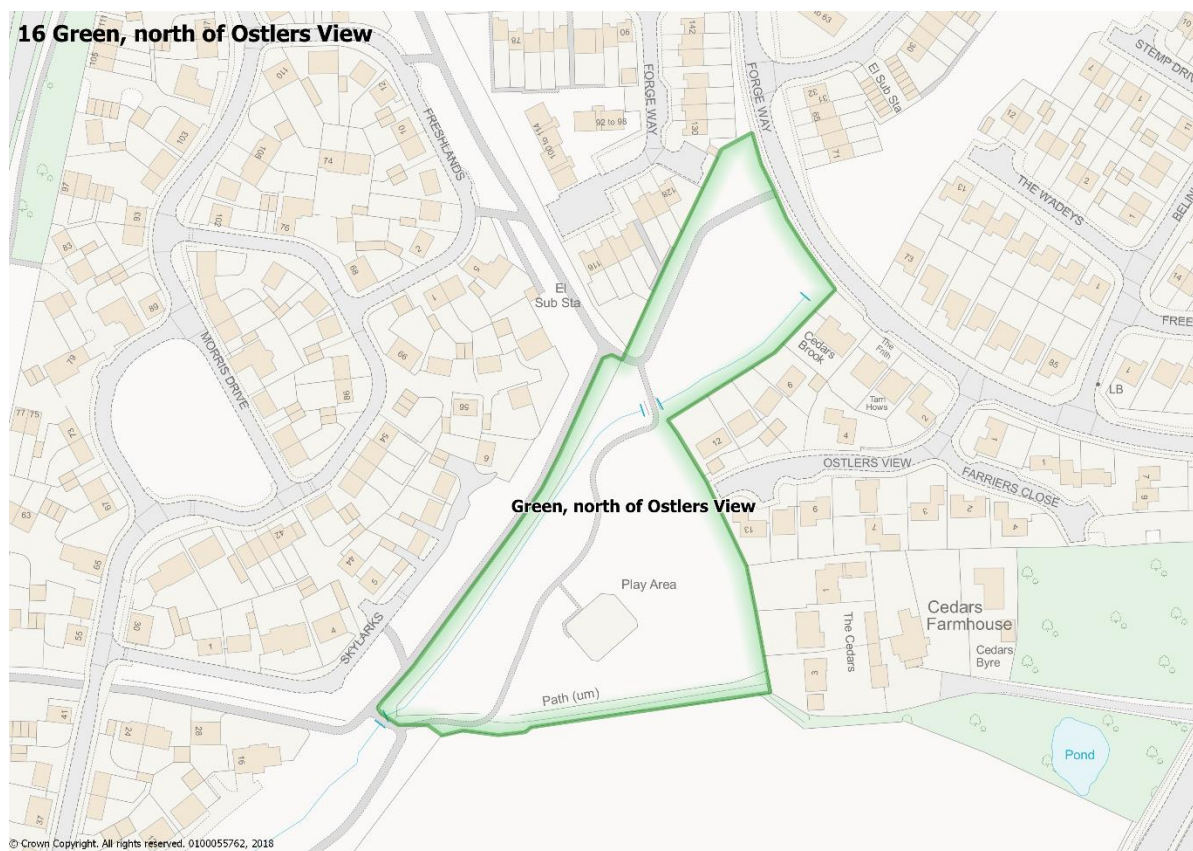


13 Green, fronting Carpenters

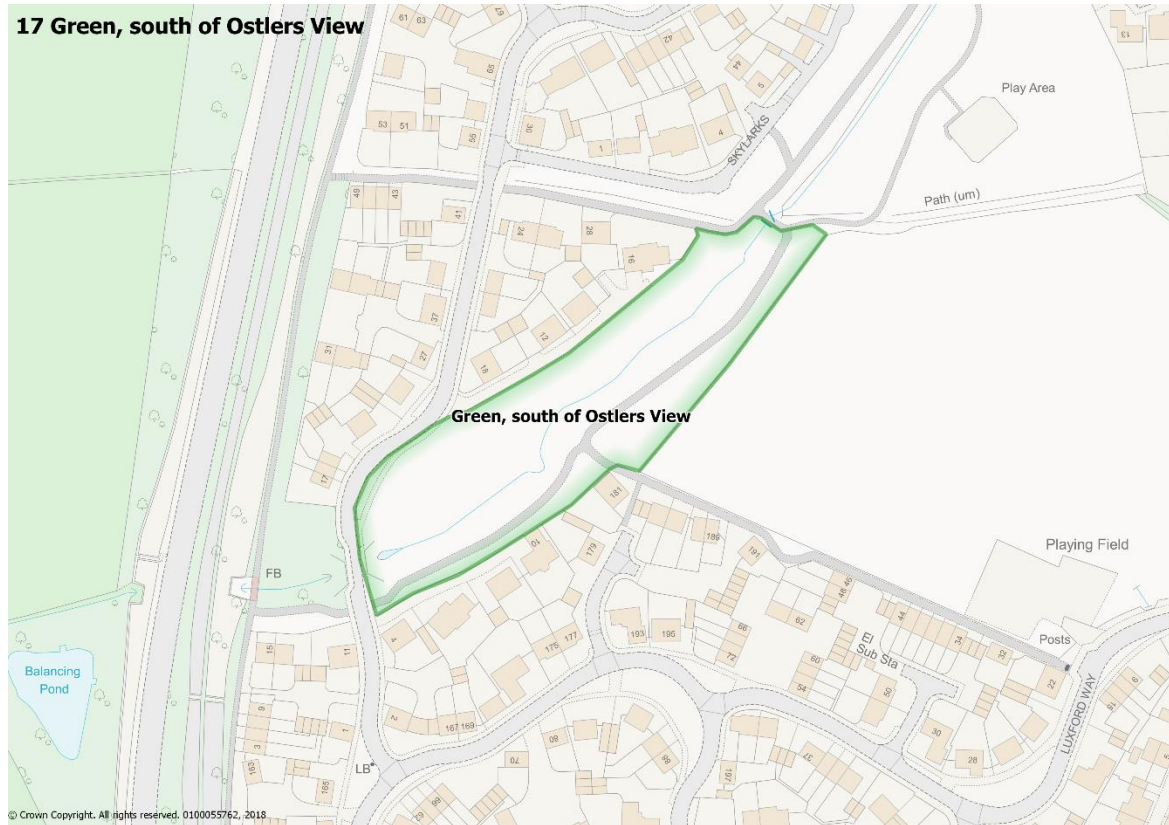


14 Adversane Green

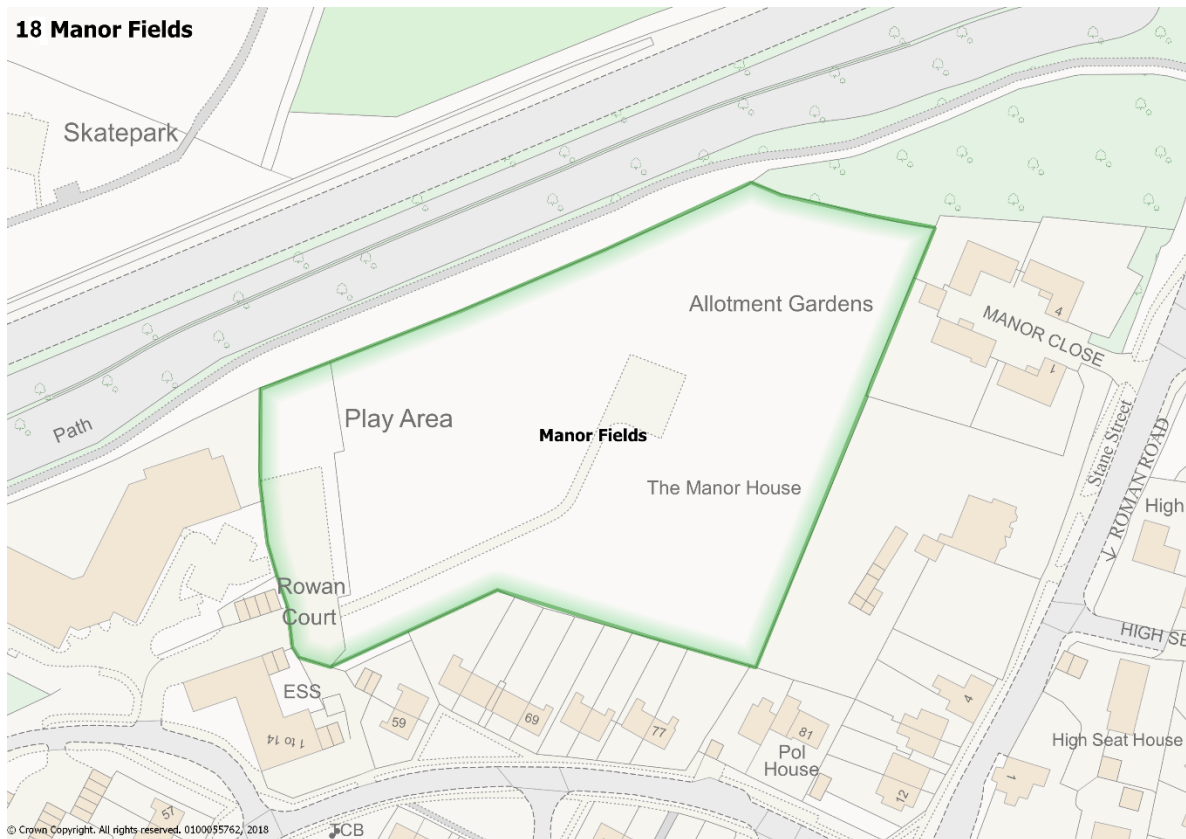




17 Green, south of Ostlers View

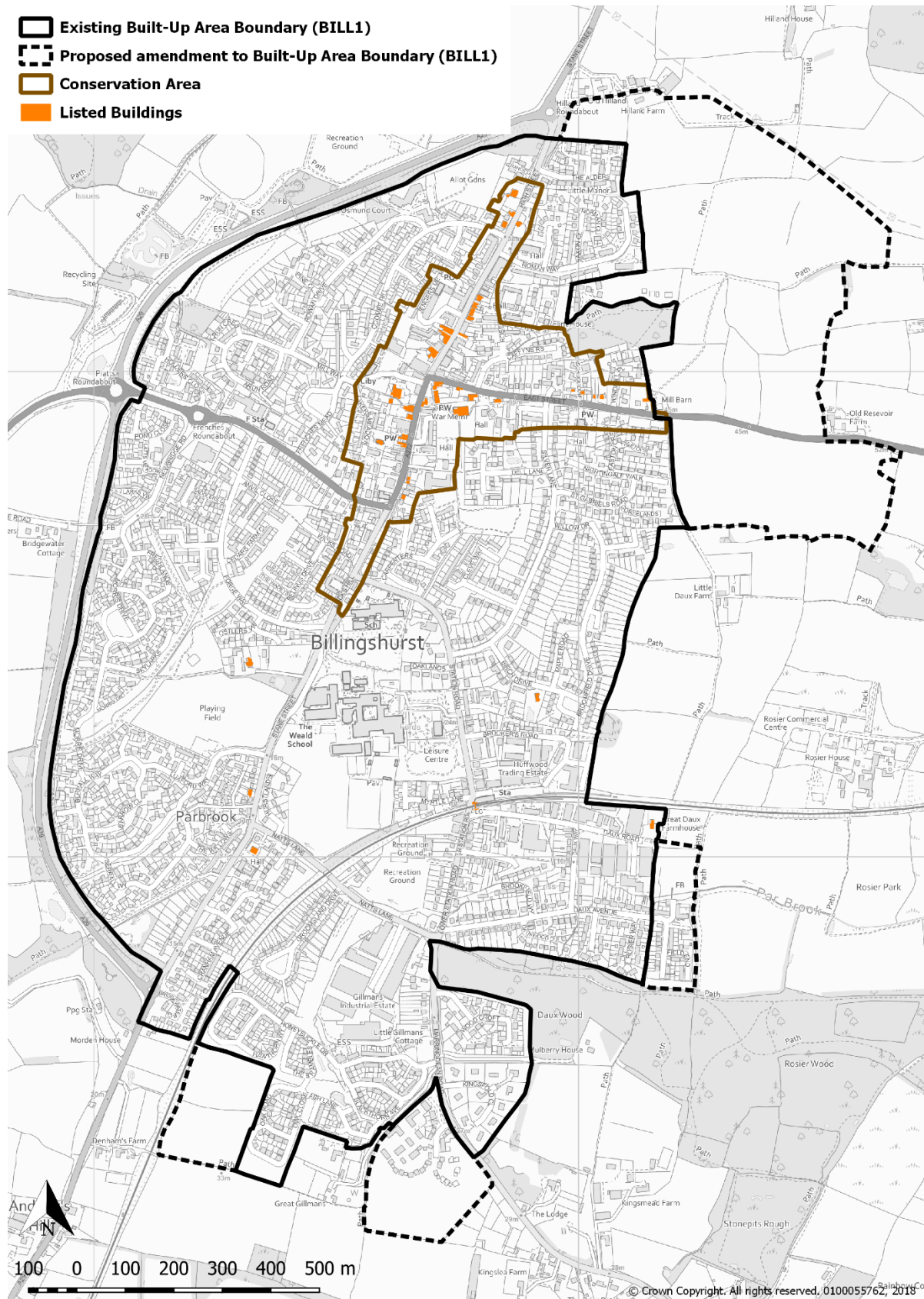


18 Manor Fields

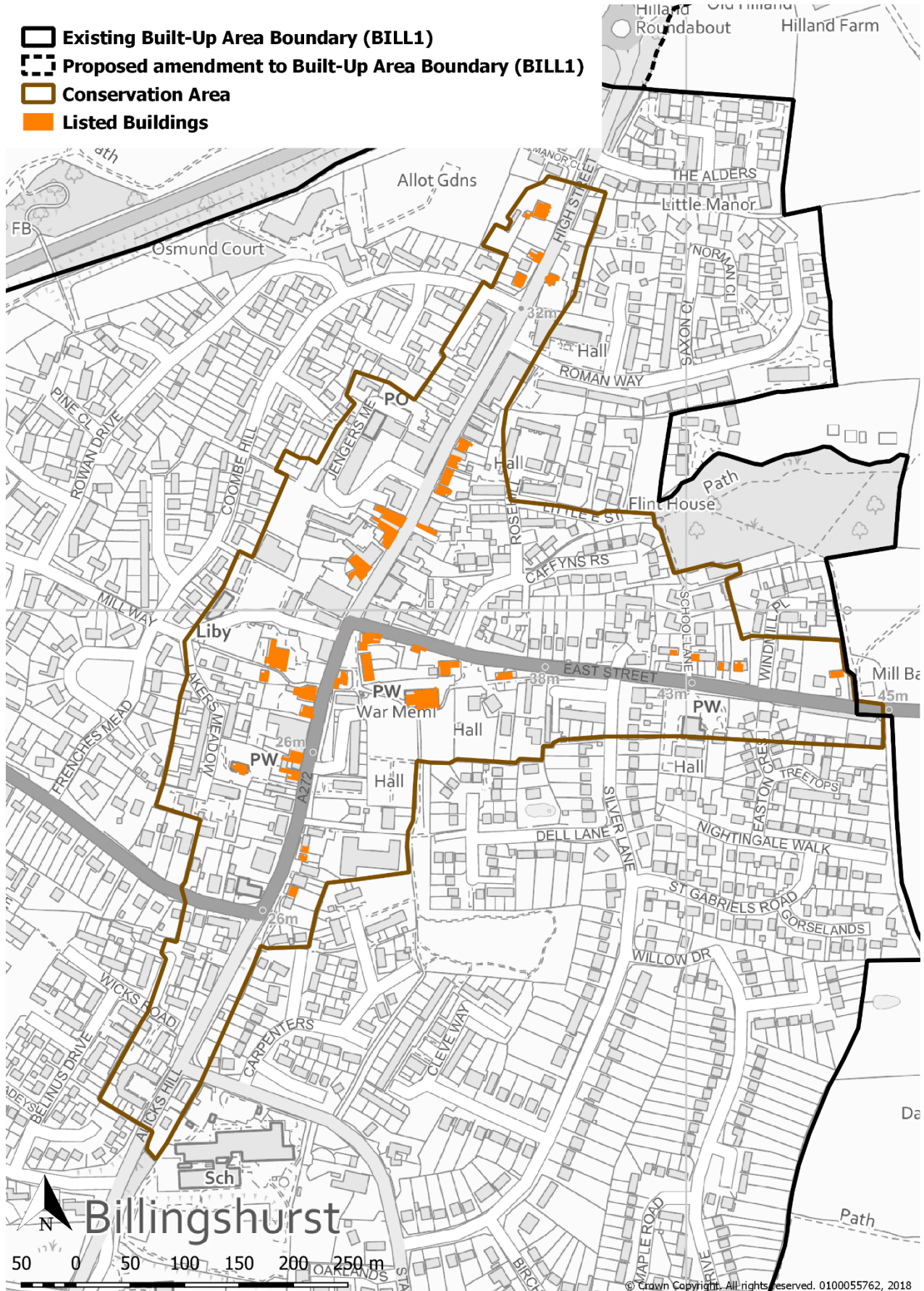


APPENDIX C CONSERVATION AREA AND LISTED BUILDINGS

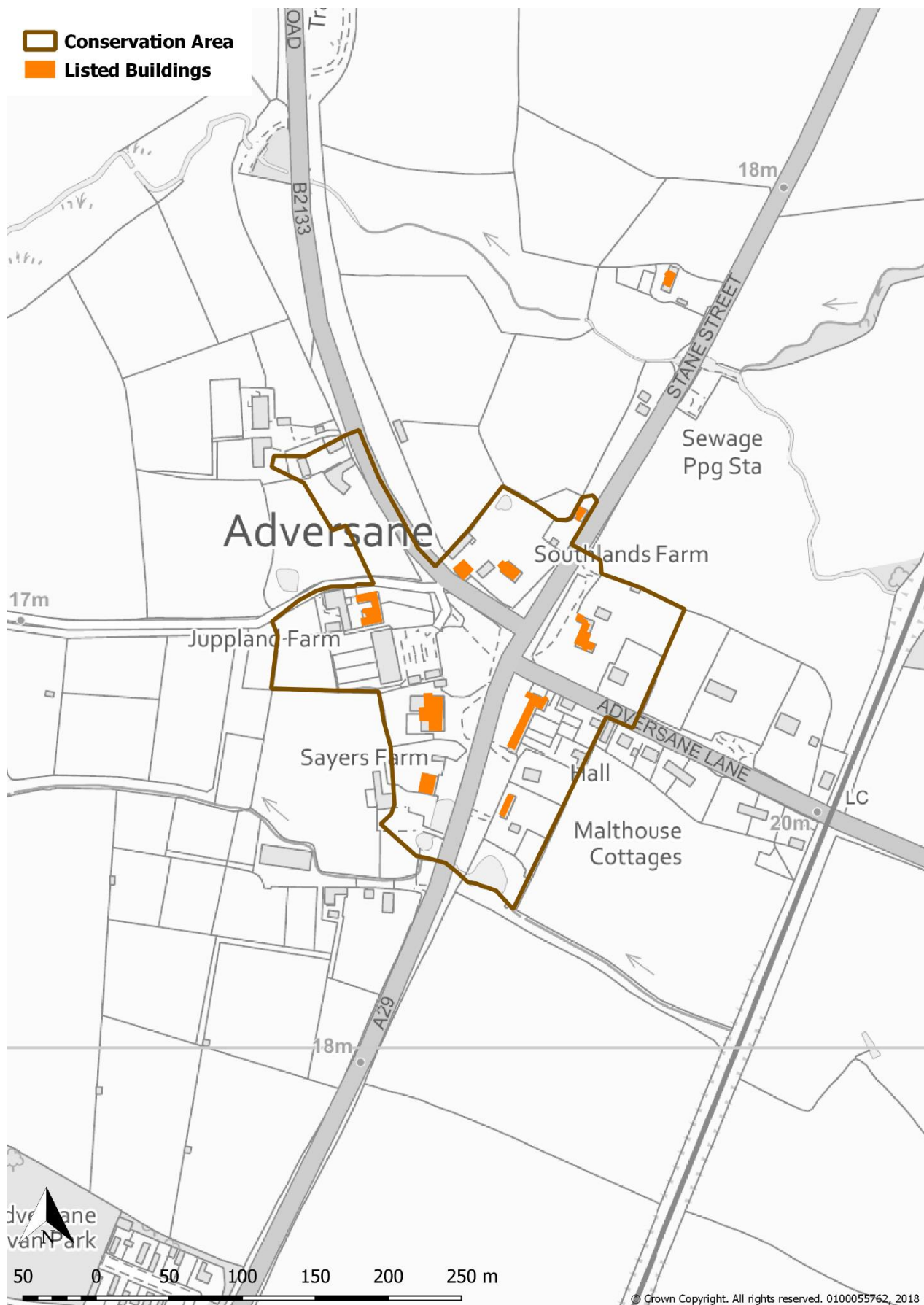
Billingshurst Village



Billingshurst Village Centre



Adversane



APPENDIX D EVIDENCE BASE DOCUMENTS

All background evidence documents can be found on the Billingshurst Neighbourhood Plan website:

http://www.billingshurst.gov.uk/Billingshurst-Parish-Council/NEIGHBOURHOOD_PLAN_5596.aspx

- Horsham District Planning Framework, HDC, 2015
- West Sussex Cycle and Walking Strategy, West Sussex County Council, 2016-2016
- Community Infrastructure Levy Charging Schedule, Horsham District Council, 2017
- Housing Need in Horsham District, Horsham District Council, 2015
- Horsham District Landscape Character Assessment, Chris Blandford Associates, 2003
- Northern West Sussex Strategic Housing Market Assessment, GVA Grimley Ltd, 2009
- Northern West Sussex – Horsham Strategic Housing Market Assessment Update, GVA, 2012
- The Horsham District Sport, Open Space and Recreation Assessment, Kit Campbell Associates, 2014
- Horsham District Landscape Capacity Assessment, 2014
- Strategic Housing Market Assessment Update, Chilmark Consulting, 2014
- Housing Needs Assessment, AECOM, 2017
- Crawley and Horsham Market Housing Mix Report, 2016
- Design Statement for the Parish of Billingshurst, 2009
- West Sussex County Council Guidance for Car Parking in New Residential Developments, West Sussex County Council, 2010
- Billingshurst Parish Plan, 2008-2013
- Securing Sufficient Childcare in West Sussex, West Sussex County Council, 2016
- Planning School Places, West Sussex County Council, 2018
- Horsham Green Space Strategy, Horsham District Council, 2013-2023
- Green Infrastructure Study, Horsham District Council, 2014
- Billingshurst Today & Tomorrow – Community-Led Plan 2015-2020
- Billingshurst SPD, Horsham District Council, 2016
- Hearn Report on retail centre
- Billingshurst Local Green Spaces - Justification