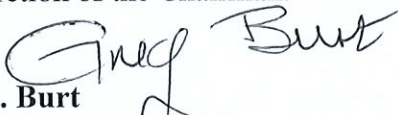




To All Councillors,

You are summoned to the Meeting of Billingshurst Parish Council on **Wednesday 3 July 2024 at 7pm** at the Billingshurst Centre.

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.


G.C. Burt
Clerk to the Council

25 June 2024

A G E N D A

1. Chairman's Announcements.
2. Apologies for Absence.
3. To Receive Declarations of Interest and consider any requests for a dispensation.
4. To receive a presentation from ELG Planning on behalf of Bride Hall Developments Limited on proposals for a commercial development in Stane Street, west of the roundabout serving Billingshurst Business and Trade Park - Appendix A.
5. To consider any applications for cooption (3 vacancies) - Appendix B.
Adjournment for
6. Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
Resume Meeting
7. To consider the response to planning application DC/24/0887 Outline Application for redevelopment of the site to provide up to 117 private and affordable dwellings and parking together with an access from New Road, new landscaping and open space, an ecological and woodland park together with associated works, with all matters reserved except access. **Hilland House, New Road, Billingshurst, West Sussex - Appendix C. [Note this is different application to that considered on 18 June 2024.]**
8. Reports from:
 - a. County Councillor
 - b. District Councillors
 - c. Council Representatives on Outside Bodies.
9. Approval of the Minutes of the Meeting held on 1 May 2024. (Previously sent)
10. Approval of the Minutes of the Extraordinary Meeting held on 18 June 2024. (Previously sent)

11. Clerk's Report.
12. To receive Minutes as approved by the following Committees:
 - a) Planning & Environment 9 April and 7 May 2024.
 - b) F&GP 7 March and 29 May 2024.
 - c) Property 10 April 2024(all previously circulated / on website.)
13. To consider revised plans for traffic calming in central area and submit to WSCC accordingly - Appendix D.
14. Neighbourhood Wardens - to receive Wardens' Reports for April and May – previously circulated / on website.
15. To review appointments to Committees, Working Parties and representatives on outside organisations - Appendix E.
16. Date of Next Meeting – 4 September 2024

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.

Billingshurst Parish Clerk

Subject: FW: Land to the West of Stane Street (A29), Billingshurst
Attachments: 16234-DB3-B01-00-DR-A-90001-P01 Proposed Site Plan.pdf

From: Gary Swarbrick <Gary@elgplanning.co.uk>
Sent: Tuesday, June 25, 2024 4:13 PM
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Subject: Fw: Land to the West of Stane Street (A29), Billingshurst

Afternoon Greg,

Further to our recent email exchanges, I have set out below some initial information in relation to the proposed scheme ahead of the meeting next week, as promised.

The proposals are in the preliminary stages, however, please find attached a feasibility Proposed Site Plan to illustrate how the site could be laid out. The current layout shows the provision of a M&S foodstore with a gross floor area of 21,000 sq.ft and a net sales area of 15,000 sq.ft. The site will be accessed via the existing roundabout junction on Stane Street (A29) that serves the recently completed Lidl and trade park scheme and will be served by a total of 239 parking spaces, including disabled, family and EV charging bays, in line with M&S' operational requirements. A dedicated enclosed service yard will also be provided that will be designed to incorporate a turning circle that will enable a HGV to turn within the yard.

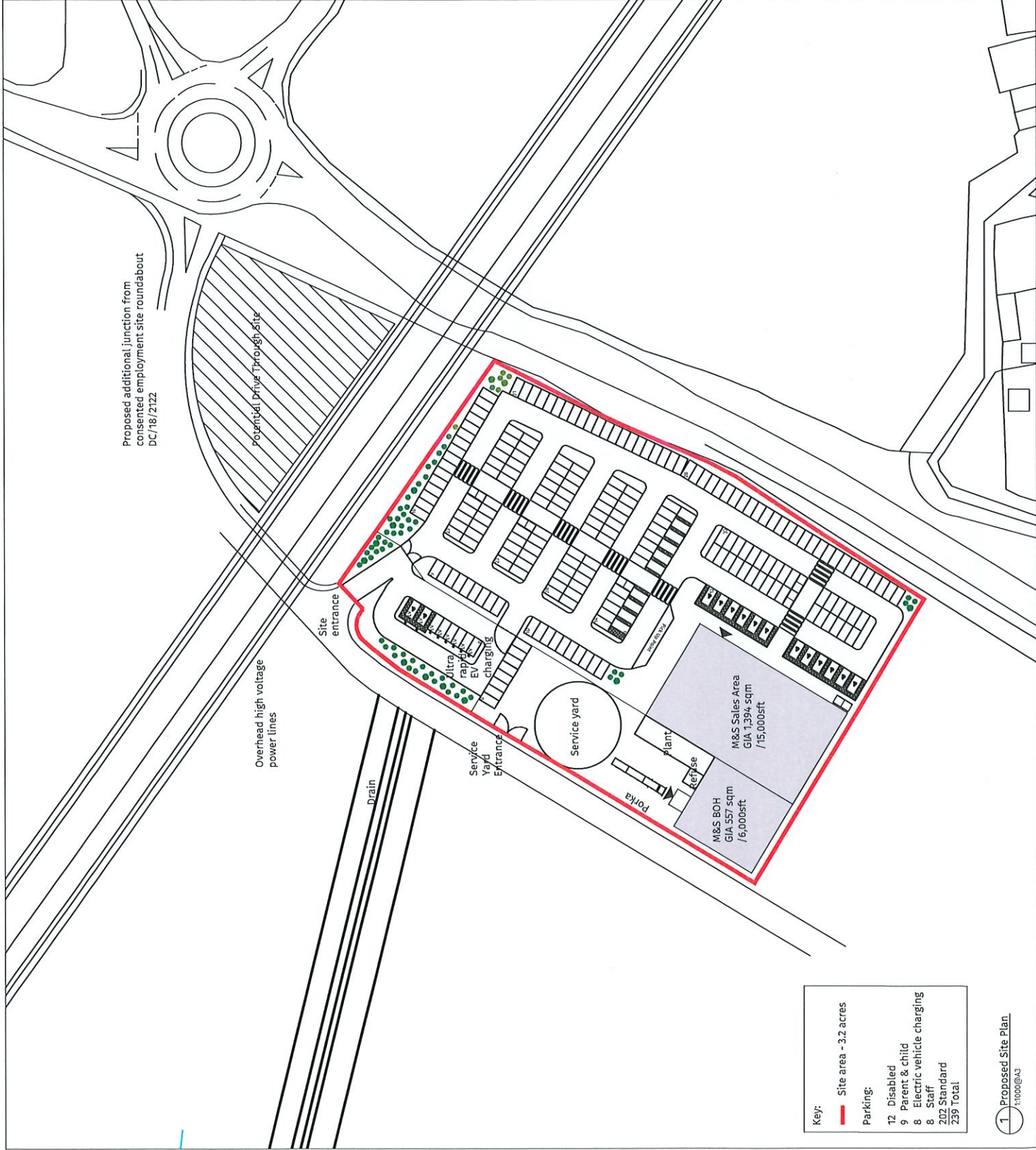
The proposed new M&S Foodhall will offer local customers a fresh offer with a brand-new look store designed with customers and local families at its heart, providing a convenient and high quality, modern format shopping destination. The proposed store will be almost entirely for the sale of convenience goods together with M&S' flowers and plants range, with a very small non-food range (e.g. cards and stationery). This would be supported by backstage floorspace (e.g. storage and administration). The store is likely to sell about 6-6,500 food lines in total, of which around 300 would be branded goods and the rest (about 95%) would be M&S' own brand. Local customers can expect to find an exciting range of fresh produce, flowers and fresh baked bread and pastries. M&S Food offers thousands of quality and great value products, from daily essentials like RSPCA Assured milk, to 100% responsible sourced fish and seafood and 100% British beef, chicken, duck and fresh pork from M&S Select Farmers.

M&S have a strong requirement for a store in Billingshurst, which would complement the existing stores in the surrounding area and will meet a gap in provision, and serve the needs of those customers living and working in or close to Billingshurst. The proposals represent substantial capital investment in the local area and will generate a large number of job opportunities for local people across a range of roles with opportunities for training and career progression, as well as an attractive package of employee benefits.

Sustainability will be at the heart of the scheme with M&S targeting becoming a net zero operation by 2040, with clear targets in place to reduce carbon emissions and waste; sustainable sourcing of materials and helping customers to recycle. The scheme will also deliver a 10% biodiversity net gain in line with current statutory requirements and a full suite of technical documents will accompany any future planning application addressing all relevant planning considerations.

I trust this initial information is helpful and we look forward to meeting you next week. It is likely to be Chris Smith (M&S), Nigel Desmond (Bride Hall Developments) and myself attending and obviously please let me know if you need any further information ahead of the meeting.

Regards,
Gary



P01 11.02.23	Site layout revised following comments.	SNWSNW
P02 01.08.23	First issue for comment.	SNWSNW
REV	DATE	DESCRIPTION
DR	CH	

PRELIMINARY ISSUE



LONDON

84 Great Suffolk Street, London, SE1 0HE.
T: 020 7499 7474 W: www.db3.co.uk

CLIENT
Bride Hall Developments Ltd.

PROJECT
Slane Street, Billingshurst

TITLE
Proposed Site Plan

CREATION DATE	SCALE	DATE	STATUS
August 2023	1:1000	SNW	S0

SHEET NO.	REVISION
16234 - DB3 - B01-00 - DR - A - 90001	P01

THIS DRAWING IS THE PROPERTY OF DB3 AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF DB3. THE INFORMATION CONTAINED HEREIN IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE A CONTRACT. THE INFORMATION CONTAINED HEREIN IS SUBJECT TO CHANGE WITHOUT NOTICE.

APPENDIX B

Please outline below why you would like to become a Parish Councillor and include 3 qualities or talents that you could bring to the organisation.

I have lived in Billingshurst since 2005 and I brought up my two boys here. I worked as a leader for Parbrook Scouts for many years giving me an insight into the needs of adolescent children (mainly boys) which helps me have some ideas on the sort of activities they enjoy doing. I am keen to see simple additions to Jubilee Fields such as a pump track, skating ramp (already in progress) and also on simple ideas to help teenage girls feel safer - for example ensuring that any particular public area is not enclosed in by just one entrance (idea courtesy of Sam Bateman) and explore other ways of improving what we offer young children and teenagers.

I am also the local councillor for HDC and I feel that being on both councils (as frequently happens) can be useful for both HDC and BPC. I am also actively engaging with Denise Campbell et al on the Billingshurst Community Partnership for similar reasons - I learned a lot about their reducing food waste project by volunteering for the evening. To be successful on all these bodies, it is essential to approach all issues with an open mind, to actively get informed of the details and to actively listen to other people's view points. And even if total agreement is not possible, to look for commonality in views and be willing to compromise in a way that serves the common good.

Very simply I want to become a member of the BPC as like you, I want to make this an even nicer town in which to live. I have the attitude, energy and desire to get stuck in and get things done.

From John Trollope

From JEREMY GORDON HARRIS

Please outline below why you would like to become a Parish Councillor and include 3 qualities or talents that you could bring to the organisation.

I have managed a local business for the past thirty five years so I feel I have a good understanding of the things people express a opinion about, and the way they put things over to me. I employ over 40 people in the local area and we deliver to a lot of local residents so we feel we have a understanding of the concerns and issues raised within the parish area. I feel because I hear this first hand and am best equipped to put these specific points over at general meetings and with my strengths of directness and fairness and organisation I feel I am the candidate for you.

A copy of this page will be circulated with the Council agenda to all Councillors.

From Anna Rhodes.

Please outline below why you would like to become a Parish Councillor and include 3 qualities or talents that you could bring to the organisation.

I have lived in Billingshurst for over 30 years. My late husband's family first moved here after The first world war when they set up a business that my youngest son continues to run.

In my professional background I spent many years as head of department in a special school and as a member of the senior leadership team. I therefore have experience of working at management and leadership levels. I now work within the justice system which requires good communication skills for a wide range of people in other professions. I am on the board of directors at a special school. During the years I have known Billingshurst I have seen many changes. I feel that it is necessary to ensure that all changes are positive for the residents of the village and that decisions should be steered and informed by the people who actually live here and understand the challenges.

A copy of this page will be circulated with the Council agenda to all Councillors.

From David Hingamp

Please outline below why you would like to become a Parish Councillor and include 3 qualities or talents that you could bring to the organisation.

- I want to review the planning proposals
- I have been a member of 2 planning committees for several years in South East London.
- I run my own architectural Practice.



**Horsham
District
Council**

FAO: Parish/Neighbourhood Clerk

Our ref: DC/24/0887
Your ref: H2 Hilland House, Billingshurst
Email: planning@horsham.gov.uk
Direct Line: 01403 215238
Please ask for: Nicola Pettifer
Date: 18th June 2024

Dear Sir/Madam,

Outline Application for redevelopment of the site to provide up to 117 private and affordable dwellings and parking together with an access from New Road, new landscaping and open space, an ecological and woodland park together with associated works, with all matters reserved except access.

Hilland House New Road Billingshurst West Sussex

The above application was successfully validated on 11th June 2024. The development type is 007 - Smallscale Major Dwellings.

Should you wish to make any comments on the application, please do so within 21 days of the date of this letter. Please refer to the reverse of this letter on how you can view the planning application online.

Details of the application can be viewed through our Public Access webpage at <https://public-access.horsham.gov.uk/public-access/>.

Yours faithfully

Emma Parkes
Head of Development

Billingshurst Parish Clerk

Subject: FW: Att: Parish Clerk, Mr Burt

From: Oliver Shaw <os@nproperties.co.uk>
Sent: Tuesday, June 25, 2024 9:06 AM
To: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Cc: Joe Godfrey <jg@nproperties.co.uk>; Graham Beck <GrahamBeck@lukenbeck.com>
Subject: Re: Att: Parish Clerk, Mr Burt

Hi Greg

Thanks for your email and time on the phone.

We look forward to attending on the 3rd at 19:00 and will be more than happy to respond to any questions your members might have. We don't plan on making a presentation, however please let us know if you would like us to.

The core difference between the two applications is the reduced number of units, 117 down from 125. This results in subtle changes to the BNG (Biodiversity Net Gain) calculations, drainage figures etc however the number of plots is key difference, all other aspects of the site remain the same.

The reason for the second application is we have been approached by a specific user for that number of dwellings, albeit less than the site could deliver.

We look forward to seeing you and the members on the 3rd

Kind regards

Olly

Olly Shaw | Development Manager | Northgate Properties Ltd

From: Billingshurst Parish Clerk <clerk@billingshurst.gov.uk>
Sent: Monday, June 24, 2024 09:32
To: Oliver Shaw <os@nproperties.co.uk>
Subject: RE: Att: Parish Clerk, Mr Burt

Hi Olly,

Looking forward to seeing you on the 3 July.

In the meantime, pls could you advise what the difference is between your two applications and reasons?

It is helpful if I can send something to Cllrs in advance with their agendas, so I need something by Wed pls.

Thanks and kind regards,

Greg

G C Burt
Clerk to the Council
Billingshurst Parish Council

APPENDIX D

BILLINGSHURST PARISH COUNCIL

3 JULY 2024

HIGH STREET AND EAST STREET TRAFFIC CALMING

REPORT BY CLERK TO THE COUNCIL

FOR DECISION

Following WSCC's rejection of the Parish Council's original Community Highways Scheme application for works to reduce through traffic and speeds and encourage sustainable transport in the central area, a further meeting was held with WSCC highways officers.

WSCC suggested we should instead submit a Community Highways Scheme (CHS) for each of the various elements of our proposals, but we declined, given that of all the CHS we had submitted since 2016 had been turned down bar one, for footbridge lighting.

It was suggested that a compromise approach would be for us to go through the package of works and try to marry up elements that we felt were the most important with the various S106 transport monies that were available for the parish and the sort of schemes they must be spent on.

As a result, WSCC released further S106 funds to facilitate Wilbar's reappointment to work with our Traffic Calming Working Party accordingly.

The Working Party has now met several times and agreed what they consider to be a modest and realistic package of works, attached. Earlier reservations of the F&GP Cttee have now been addressed.

The Council is invited to support the proposals and agree that they be submitted via Cty Cllr Mrs Amanda Jupp accordingly.

- Existing 20 Zone.
- Extension to 20 Zone.



wilbar associates limited
HIGHWAY CONSULTANTS
Woodbrooke Farm, Toat Lane, Pulborough
West Sussex RH20 1BX
T/Fax: 01798 874653 email: mail@wilbarassociates.co.uk
web: www.wilbarassociates.co.uk

Drawing produced by
HB2 Design, Brighton

Client:-

Billingshurst Parish Council

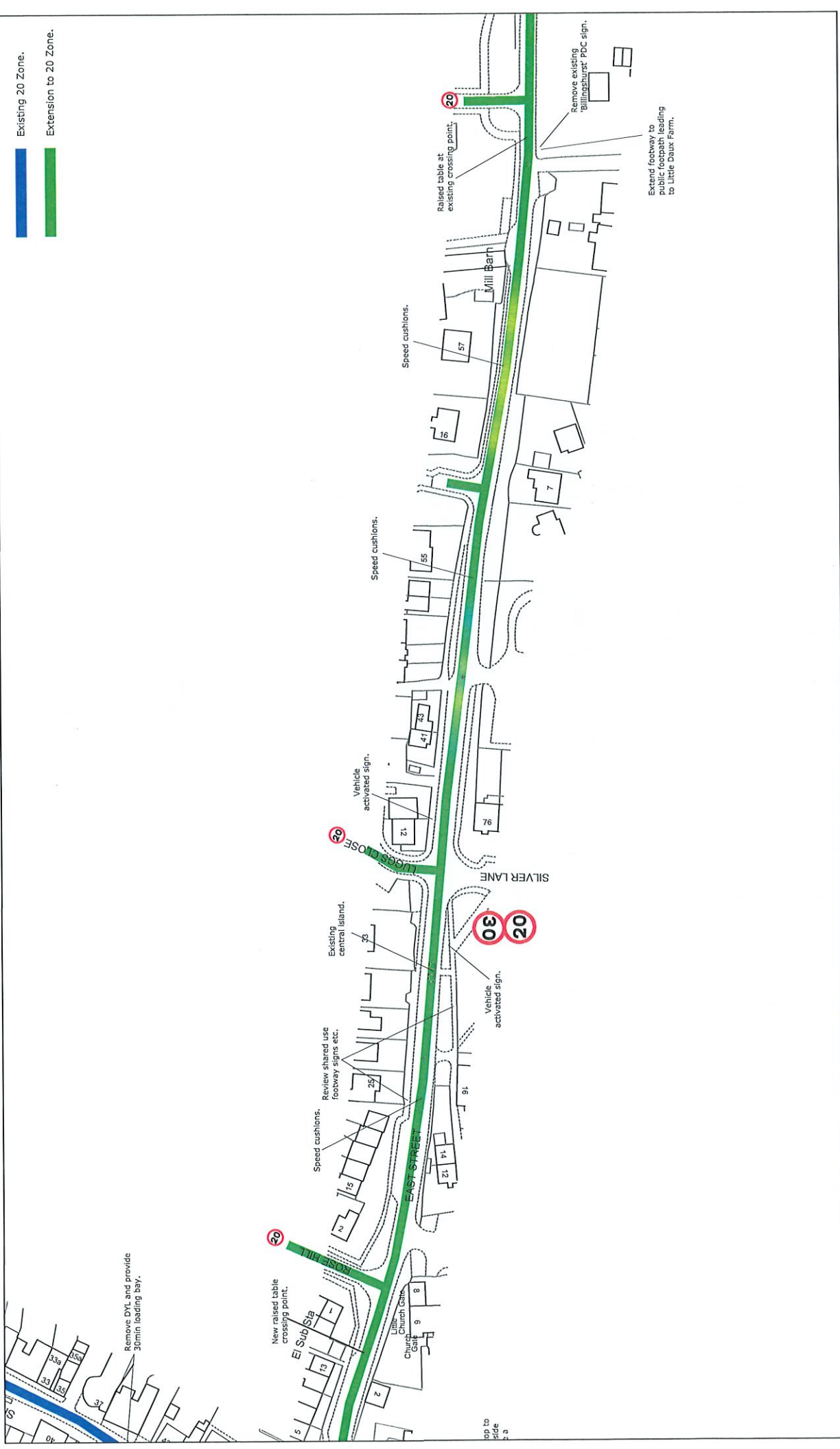
This drawing has been specifically prepared to meet the requirements of the named client and may contain design and innovative features which differ from conventional design standards.

Drawing Title:
Concept Plan C 02

Billingshurst Traffic Study
High Street - East Street

© Crown copyright 2021 Ordnance Survey 100053143

Drawn: PJH	Scale: NTS
Chkd: RD	Print at A3
	As constructed
Drawing No. J1392-S4-02	
Rev	Original release
	Revision details
Chkd	PJH
Appd	DPD
Date	18 03 24



Existing 20 Zone.

Extension to 20 Zone.

wilbar associates limited
HIGHWAY CONSULTANTS

Woodbrooke Farm, Toat Lane, Pulborough
West Sussex RH20 1BX
T/Fax: 01798 874653 email: mail@wilbarassociates.co.uk
web: www.wilbarassociates.co.uk

Drawing produced by
HB2 Design, Brighton

Client:-

Billingshurst Parish Council

Drawing Title:

Concept Plan C 03

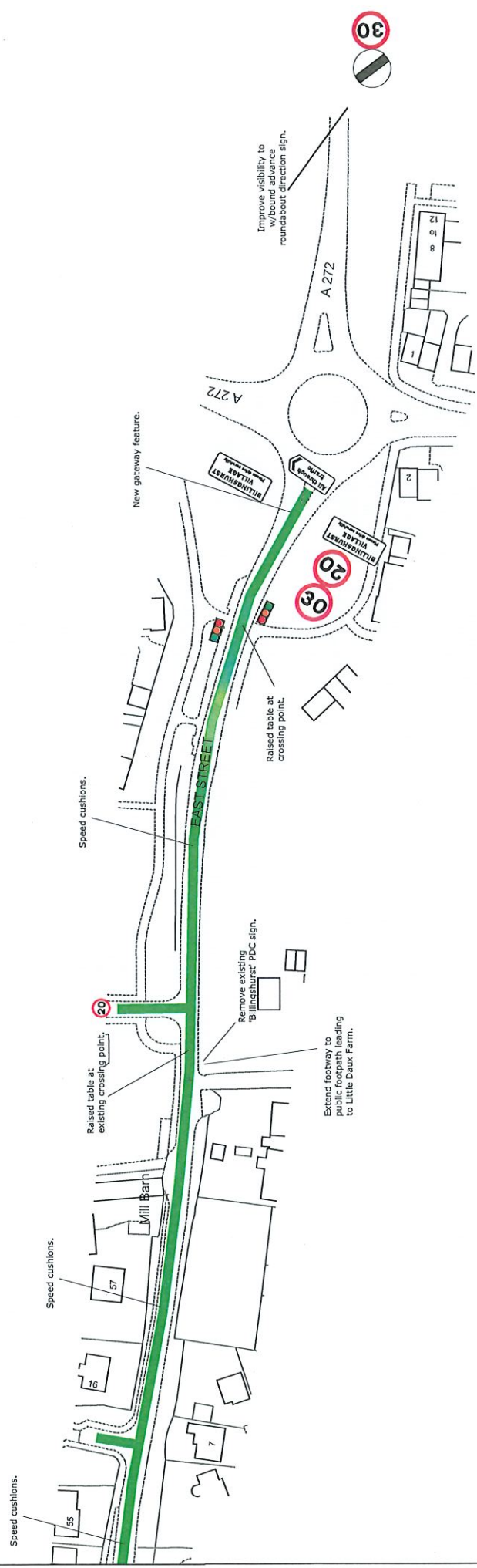
Billingshurst Traffic Study - High Street - East Street

© Crown copyright 2021 Ordnance Survey 10003143

Drawn: P.J.H.	Scale: NTS
Check: R.D.	Print at: A3
As constructed	
Drawing No. J1392-S4-03	

Rev	Original release	P.J.H.	DPD	18.03.24
	Revision details	Chkd	Appr	Date

Existing 20 Zone.
Extension to 20 Zone.



wilbar associates limited
HIGHWAY CONSULTANTS

Woodbrooke Farm, Toat Lane, Pulborough
West Sussex RH20 1BX
T/Fac: 01798 874653 email: mail@wilbarassociates.co.uk
web: www.wilbarassociates.co.uk

Client:-

Billingshurst Parish Council

Drawing Title:

Concept Plan C 04

Billingshurst Traffic Study - High Street - East Street

© Crown copyright 2021 Ordnance Survey 10003143

Drawn: P.J.H.	Scale: NTS
Chkd: R.D.	Print at: A3
	As constructed

Drawing No. J1392-S4-04

Rev	Revision details	P.J.H.	DPD	18.03.24
		Chkd	Appd	Date

Printed 25.06.2024

File name: j1392-07 billingshurst options c plans

APPENDIX E

BILLINGSHURST PARISH COUNCIL	
COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES	
2024-25	
(The Council has set the max. membership for Committees to 10 members.)	
COMMITTEES	
Planning & Environment	JM , DW , FA, KR, ST
Property	PB, SD, PD , ST, EB, CG
Finance & General Purposes	PB, PD , KP, EB, CG , ST
Working Practices	DW , ST , CG, KP, KR
Billingshurst Centre	PB, SD, PD , KP, EB, CG
Complaints (5 members Max)	PB, SD, TL, CG
Complaints Chairman	SD
WORKING PARTIES	
Neighbourhood Plan	In abeyance
Internal Audit	PD, KP
Traffic Calming	PB, JM, TL, ST, KP
Centre Heating	PD, CG, FA

Bold indicates Chairman/Vice Chairman

REPRESENTATIVES ON OUTSIDE BODIES	
Allotments Society	EB
Billigreen & Climate Change liaison	PD, JM, TL
B'hurst Flood Action Group	EB
B'hurst Sports & Recn. Assn. (BSRA) x2	CG
CPRE	KP, SD
Friends of Station Road Gardens x1	SD
HALC (H'ham Assn Local Councils)	PD, SD
HDC Liasion	TL (Plus Chair or V Chair)
N'hood Warden Steering Group x2	PB, SD, PD
Parish and Neighbourhood Climate Action Network	PD
Rural Market Towns Group (RMTG)	SD
Supplementary Planning Document (SPD) W/Group + S106 meetings	CG, SD
Sussex Police & Crime Commissioner - Focus Groups x1	TL (Reserve: ST) + Clerk
Trustee of Adversane Hall x1	SD
Trustee of Dauxwood Pre-School x1	SD
West Sussex Association Local Councils (WSALC) AGM x2	PD, SD
Youth Council	In abeyance
Youth liasion - all matters	CG

Updated 25/06/2024