



To: Members of the Planning and Environment Committee,

You are duly summoned to a meeting of the Planning and Environment Committee that will take place on Tuesday 5 August 2025 at the Billingshurst Centre commencing at 7.00pm.

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. They must give their name.


G C Burt
Clerk to the Council

29 July 2025

AGENDA

1. Chairman's Announcements
2. Apologies for Absence
3. Declarations of interest and notification of change to members' interests.
4. Approval of the minutes of the Planning and Environment Committee meetings held on 1 July and 8 July 2025, previously circulated.
5. Clerk's Report
6. Public Session
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. They must give their name.
7. To consider Planning Applications

CA/25/0073	Surgery to 1x Ash and 1x Mixed Hedge (Works to Trees in a Conservation Area) Womens Hall 81 High Street Billingshurst West Sussex
DC/25/0766	Installation of 3No. rooflights with light shafts down to ground floor (Retrospective) 22 Owl Close Billingshurst West Sussex RH14 9XJ
DC/25/0987	Application to confirm the continuous use of The Old Dairy as a self-contained independent dwelling for a period in excess of four years (Lawful Development Certificate Existing) Little Slinfoldland, The Old Dairy Stane Street Five Oaks West Sussex RH14 9AZ

DC/25/1063 & DC/25/1064	Removal of shed and construction of timber garden room Fossbrooks 5 Parbrook Billingshurst West Sussex RH14 9ET
DC/25/1108	Construction of 1no. detached dwelling and 2no. semi-detached dwellings Denhams Andrews Hill Billingshurst West Sussex RH14 9JT
DC/25/1136	Surgery to 1x Oak and 1x Poplar 41 Wood Croft Billingshurst West Sussex RH14 9XL
DC/25/1161	Non Material Amendment to previously approved application DC/24/1774 (Erection of a single storey rear extension, replacing existing conservatory and store) Store width to be reduced by 455mm, East elevation [glazing, roof canopy and steps] to be moved 540mm East to line through with edge of existing building. Reduction of rooflight width and slight amendment to siting on roof. Rowfold House Coneyhurst Road Billingshurst West Sussex RH14 9DD

PLUS, ANY ADDITIONAL PLANNING APPLICATIONS RECEIVED IN THE PARISH OFFICE PRIOR TO THIS MEETING (PLEASE CHECK THE PARISH COUNCIL'S WEBSITE FOR UPDATES).

8. To consider an application in a neighbouring parish (if a comment is appropriate)

DC/25/0934	Change of use of land to provide 10no gypsy pitches with dayroom, associated parking, access and services (part retrospective). Kingfisher Farm West Chiltington Lane Billingshurst West Sussex RH14 9DR <i>The application site lies within Itchingfield Parish, however this section of West Chiltington Lane forms the parish boundary so adjoins properties within Billingshurst Parish and the site is accessed from the boundary road.</i>
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9. To consider any Licencing Applications received

Little Bean Cafe	35 High Street, Billingshurst	Premises Licence Application
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10. To consider any nominations for street naming requests
11. To note reports from the Planning Authority
a) Planning Application Decisions – Appendix A
b) Appeals and Appeal Decisions – Appendix B
c) Planning Compliance Update – Appendix C
12. **Date of Next Meeting: Tuesday 2 September 2025** at 7.00pm (unless there is a need for a plans-only meeting)

Committee Members: FA, DH, JH, AR, KR, DW

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.

APPENDIX A

HORSHAM DISTRICT COUNCIL PLANNING DECISIONS BILLINGSHURST PARISH

Reference	Description and Address	Parish Council Response	District Council Decision
DC/24/1790	Removal of Condition 3 of previously approved application BL/128/99 (Erection of 1 agricultural bungalow) relating to the agricultural worker occupation restriction Chalk Farm Bungalow Okehurst Lane Billingshurst West Sussex RH14 9HR	Objection Dec 2024	Withdrawn Application 3 Jul 2025
DC/24/1962	Conversion and alteration of existing stable block building to create a dwelling. Creation of parking, gardens and landscaping with use of access to West Chiltington Lane Kettlesbridge Farm West Chiltington Lane Coneyhurst West Sussex RH14 9DN	Objection Dec 2024	Application Permitted 25 Jul 2025
DC/25/0342	Variation of Condition 1, 10,18,19,and 21 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totaling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout) regarding revised masterplan and reference to the proposed footpath and Discharge Details in relation to Conditions 5, 6 part ii, 7, 8, 9, 12, 15 and 20.) Relating to water neutrality. Land Parcel at 507911 125837 Newbridge Road Billingshurst, West Sussex	Neutral Apr 2025	Application Permitted 18 Jul 2025
DC/25/0367	Construction of 2no. PTZ Cameras Car Park Jengers Mead Billingshurst West Sussex	Object May 2025	Application Refused 1 Jul 2025
DC/25/0427	Erection of a single storey rear extension, and installation of new bay window to front elevation 56 Groomsland Drive Billingshurst West Sussex RH14 9HB	Neutral Apr 2025	Application Permitted 14 Jul 2025
DC/25/0420	Demolition and rebuild of single storey rear extension, pitched roof wing and infill extension, erection of new pool	Neutral Apr 2025	Application Permitted

	house, installation of 2no. dormers to the second floor and internal alterations throughout. (Householder Application) Tanners Farm Lordings Road Adversane West Sussex RH14 9JE		10 Jul 2025
DC/25/0421	Demolition and rebuild of single storey rear extension, pitched roof wing and infill extension, erection of new pool house, installation of 2no. dormers to the second floor and internal alterations throughout. (Listed Building Consent) Tanners Farm Lordings Road Adversane West Sussex RH14 9JE	Neutral Apr 2025	Application Permitted 10 Jul 2025
DC/25/0603	Conversion of loft with 2No. dormers and rooflights. Erection of a single storey rear extension 2 Myrtle Close Billingshurst West Sussex RH14 9XF	Object May 2025	Application Permitted
DC/25/0603 (Amended)	Erection of a single storey rear extension 2 Myrtle Close Billingshurst West Sussex RH14 9XF	Neutral Jul 2025	9 Jul 2025
DC/25/0757	Conversion of loft with 2No. pitched roof dormers on the rear roof slope and 1No. Pitched roof dormer on the front roof slope 8 Centurion Close Billingshurst West Sussex RH14 9UW	Neutral Jun 2025	Application Permitted 2 Jul 2025
DC/25/0754	Erection of a single and double storey side extension, front porch reconfiguration, roof fenestration, loft conversion with two small rear dormers. Erection of a single storey rear extension The Paddocks Stane Street Five Oaks West Sussex	Neutral Jun 2025	Application Permitted 2 Jul 2025
DC/25/0785	Conversion of garage to habitable space, erection of a front porch and alterations to front elevation material finishes 79 Forge Way Billingshurst West Sussex RH14 9UJ	Neutral Jun 2025	Application Permitted 7 Jul 2025
DC/25/0801	Prior Approval for a hay barn for the storage of hay and straw The Hay Barns Haybarn Rough Blackgate Lane Pulborough West Sussex RH20 1DF	Neutral Jun 2025	Prior Approval Required and Permitted 7 Jul 2025
DC/25/0744	Erection of a single storey rear extension 27 Cranham Avenue Billingshurst West Sussex RH14 9EN	Neutral Jun 2025	Application Permitted 18 Jul 2025
DC/25/0890	Erection of a timber pergola with polycarbonate roof in front garden to provide covered outdoor seating area, with York stone paving to match existing hardstanding. (Listed Building Consent)	Neutral Jul 2025	Withdrawn Application 16 Jul 2025

	The Six Bells 76 High Street Billingshurst West Sussex		
DC/25/0886	Part retrospective application for the replacement of 13 windows and 3 doors, replacement of existing fire places, removal of bathroom at first floor level with modern partitioning and reinstate bedroom 4, relocate bathroom door along corridor to other side of window. (Listed Building Consent) Fossbrooks 5 Parbrook Billingshurst West Sussex	Neutral Jul 2025	Application Permitted 23 Jul 2025

APPENDIX B

HORSHAM DISTRICT COUNCIL PLANNING APPEALS **BILLINGSHURST PARISH**

New Appeals

None

Outstanding Appeals

APP/Z3825/W/24/3358014 - DC/22/0697

Woodcroft Okehurst Lane Billingshurst West Sussex RH14 9HR

Erection of steel barn to store machinery.

FINAL COMMENTS DUE 25th March 2025

APP/Z3825/W/24/3357838 - DC/24/0726

Hilland Farm Hilland Road Billingshurst West Sussex RH14 9HN

Variation of Condition 1 and Condition 65 of previously approved application DC/21/1107 (itself a variation of DC/21/1209, DC/20/0171, and DC/19/1365 of the originally approved Hybrid planning application DC/18/2122 for Detailed planning permission for up to 4,998sqm of B1c,B2 and B8 use floorspace, roundabout access junction from the A29, access, parking, servicing areas and associated landscaping [phase 1]. Outline planning permission for up to 14,075sqm of B1c, B2 B8 use floorspace, petrol filling station with ancillary retail offer and drive through coffee unit, with all matters reserved except for access [phase 2]). Relating to approved plans and planning uses.

FINAL COMMENTS DUE 12th March 2025

Appeal Decisions

APP/Z3825/D/25/3365217 - DC/25/0153

The Paddocks Stane Street Five Oaks West Sussex RH14 9AG

Part-retrospective erection of a single storey rear extension, conversion of loft into habitable living space, replacement of front flat roof with a pitched roof, replacement of hipped roof with a gabled roof with glazed screen, installation of 6no. rooflights to front roof, installation of solar PV panels to the south facing roof, and alterations to fenestration.

APPEAL DISMISSED 3rd July 2025

APP/Z3825/W/25/3361285 - DC/24/0749

Hilland House New Road Billingshurst West Sussex RH14 9AA

Outline Application for redevelopment of the site to provide up to 125 dwellings, ancillary parking new landscaping and open space, an ecological and woodland park together with associated works and landscaping with all matters reserved except access.

APPEAL UPHELD 8th July 2025

APPENDIX C

HORSHAM DISTRICT COUNCIL ENFORCEMENT UPDATES BILLINGSHURST PARISH

New Enforcement

EN/25/0209 - 23 Jun 2025 *[See also Closed Enforcement]*

Alleged: temporary planning permission has expired for the use of a holiday let to be used as a residential dwelling for 4 years (condition 2 attached to DC/21/0143)

Lordings Farm Lordings Road Adversane Billingshurst West Sussex RH14 9JE

EN/25/0221 - 30 Jun 2025 *[See also Closed Enforcement]*

Alleged: Stationing of mobile home without planning permission

Limeburners Caravan Site Lordings Road Newbridge Billingshurst West Sussex RH14 9JA

EN/25/0225 - 02 Jul 2025 *[See also Closed Enforcement]*

Alleged: Materials used not in accordance with prior notification application reference DC/25/0593

Arun Valley Vineyard Haven Road Five Oaks West Sussex

EN/25/0254 – 23 Jul 2025

Alleged: property not built in accordance with the approved plans (DC/16/0274). Land drains not installed, landscaping has not been completed and level of the garden does not appear to be in accordance with the approved plans

3 Woodpeckers Billingshurst West Sussex RH14 9XW

Outstanding Enforcement

EN/13/0065 - 27 Feb 2013

Breach of legal agreement dated 2nd November 2001 (S106_1025) namely: 1. LAPs not provided 2. POS provided but land not transferred/commuted sums not paid 3. All Ages Play Area commuted sum not paid 4. Recycling facility not provided

Land at Site H3 Billingshurst Bypass Billingshurst West Sussex

EN/23/0001 - 03 Jan 2023

Alleged: Planning permission required for existing use of site

Four Seasons Fuel Coneyhurst Road Coneyhurst Billingshurst West Sussex RH14 9DG

EN/23/0334 - 21 Jul 2023

Alleged: Development does not accord with the plans approved under DISC/14/0280 (condition 22 of DC/15/0059) - landscape, open space and ecology

Land East of Billingshurst to North and South of A272 East Street Billingshurst West Sussex

EN/23/0426 - 15 Sep 2023

Alleged: Installation of gates, building works and resurfacing work

Manton Stud Okehurst Lane Billingshurst West Sussex RH14 9HR

EN/23/0443 – 25 Sep 2023

Alleged: Breach of condition 10 of DC/18/1190 (any proposed planting, which within a period of 5 years, dies, is removed, or becomes seriously damaged or diseased shall be replaced in the next planting season)

Land East of Billingshurst to North and South of A272 East Street Billingshurst West Sussex

EN/23/0477 - 18 Oct 2023

Alleged: Residential use of cabin

Manton Stud Okehurst Lane Billingshurst West Sussex RH14 9HR

EN/23/0478 - 18 Oct 2023

Alleged: Running of a business from the premises

Manton Stud Okehurst Lane Billingshurst West Sussex RH14 9HR

EN/23/0493 - 01 Nov 2023

Alleged: Without planning permission, change of use of the land for the stationing of a caravan for the purposes of human habitation

The Granary Coneyhurst Road Billingshurst West Sussex RH14 9DD

EN/24/0023 - 17 Jan 2024

Alleged: Unauthorised works to tree in Conservation Area

13 High Street Billingshurst West Sussex RH14 9PL

EN/24/0306 - 24 Jul 2024

Alleged: Breach of condition 23 (landscape management) of DC/15/0059, discharged under DISC/16/0166 - failure to maintain landscaping and replace dead trees

Land East of Billingshurst to North and South of A272 East Street Billingshurst West Sussex

EN/24/0356 - 3 Sep 2024

Alleged: Stationing of mobile home on agricultural land without planning permission

Chantry Farm West Chiltington Lane Coneyhurst West Sussex RH14 9DY

EN/24/0472 - 10 Dec 2024

Alleged: Engineering operations taking place without planning permission, extension of site to the south

Four Seasons Fuel Coneyhurst Road Coneyhurst Billingshurst West Sussex RH14 9DG

EN/25/0131 - 16 Apr 2025

Alleged: Storage of building materials outside of the application site and parking of contractors' vehicles in private residents' car parking spaces

21 The Alders Billingshurst West Sussex RH14 9GU

EN/25/0180 – 23 May 2025

Alleged: Painting of shop front, installation of signage and installation of external lighting, without the necessary consent. Premises being used for residential occupation and breach of opening hours

Smoke World 33 High Street Billingshurst West Sussex RH14 9PP

Closed Enforcement

EN/25/0078 - 6 Mar 2025

Alleged: Clearance of land, change of use of residential property and land to form an extension to L&W Contractors Limited and extension of warehouse without planning permission

Tisserand Farm House Stane Street Billingshurst West Sussex RH14 9AE

Close Reason: Application Received

EN/25/0137 - 23 Apr 2025

Alleged: Conversion of stables to residential use

Lee Place Blackgate Lane Pulborough West Sussex RH20 1DF

Close Reason: No Breach

EN/25/0143 - 28 Apr 2025

Alleged: installation of 3 rooflights to the rear of property, contrary to Condition 19 of DC/13/2379

22 Owl Close Billingshurst West Sussex RH14 9XJ

Close Reason: Application Received

EN/25/0209 - 23 Jun 2025

Alleged: temporary planning permission has expired for the use of a holiday let to be used as a residential dwelling for 4 years (condition 2 attached to DC/21/0143)

Lordings Farm Lordings Road Adversane Billingshurst West Sussex RH14 9JE

Close Reason: Breach Ceased

EN/25/0221 - 30 Jun 2025

Alleged: Stationing of mobile home without planning permission

Limeburners Caravan Site Lordings Road Newbridge Billingshurst West Sussex RH14 9JA

Close Reason: No Breach

EN/25/0225 - 02 Jul 2025

Alleged: Materials used not in accordance with prior notification application reference DC/25/0593

Arun Valley Vineyard Haven Road Five Oaks West Sussex

Close Reason: No Breach