



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 2 September 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

26 August 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 5 August 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/25/0084	Fell 1x Silver Birch and 1x Poplar (Works to Trees in a Conservation Area) <b>31 East Street Billingshurst West Sussex RH14 9PX</b>
DC/25/0912	Conversion of garage into habitable living space <b>12 Hedgelands Billingshurst West Sussex RH14 9XS</b>
DC/25/1199	Installation of 2No. ANPR Cameras <b>Jengers Mead Car Park/Parking Bays Billingshurst RH14 9PB</b>
DC/25/1212	Erection of a garden storage building <b>Rowfold Grange, Rowfold Coneyhurst Road Billingshurst West Sussex RH14 9DD</b>

<b>DC/25/1234</b>	Demolition of existing buildings and erection of a dwelling (as an alternative to Prior Approval Ref. DC/24/0304) <b>Rowfold Lodge Coneyhurst Road Billingshurst West Sussex RH14 9DD</b>
<b>DC/25/1245</b>	Removal of existing canopy and erection of a rear orangery <b>1 Fairlight Cottages Natts Lane Billingshurst West Sussex RH14 9EY</b>
<b>DC/25/1260</b>	Surgery to 1x Yew <b>Cedars Byre Parbrook Billingshurst West Sussex RH14 9ES</b>
<b>DC/25/1262</b>	Erection of an outbuilding <b>2 Myrtle Close Billingshurst West Sussex RH14 9XF</b>
<b>DC/25/1270</b>	Prior Notification for Change of Use from a single open plan office space to form 1no. two-bedroom flat. <b>Laura House, Unit 11 Jengers Mead Billingshurst West Sussex RH14 9NZ</b>
<b>DC/25/1280</b>	Proposed single storey rear extension. Single storey side and front extensions, new entrance arrangement, and conversion of the existing detached garage <b>8 Arun Road Billingshurst West Sussex RH14 9NB</b>
<b>DC/25/1302</b>	Surgery to 1x Field Maple <b>10 Windmill Place Billingshurst West Sussex RH14 9GT</b>

**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 any licencing applications received
9. To consider any nominations for street naming requests
10. 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
11. To note the following Public Right of Way Updates:  
Public Footpath No. 1320 (part) – Temporary Closure Notice (Issue no. 3949894)
12. **Date of Next Meeting: Tuesday 7 October 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
<b>DC/24/1790</b>	Removal of Condition 3 of previously approved application BL/128/99 (Erection of 1 agricultural bungalow) relating to the agricultural worker occupation restriction <b>Chalk Farm Bungalow Okehurst Lane Billingshurst West Sussex RH14 9HR</b>	Objection  Dec 2024	Withdrawn Application  3 Jul 2025
<b>DC/25/0584</b>	Application to confirm the continuous use of dwellinghouse for residential (Class C3) purposes for a period in excess of ten years (Lawful Development Certificate Existing) <b>Sixacre Farm Stane Street Adversane West Sussex RH14 9JR</b>	Neutral  May 2025	Application Permitted  1 Aug 2025
<b>DC/25/0814</b>	Erection of replacement garages <b>Rosier Business Park Coneyhurst Road Billingshurst West Sussex RH14 9DE</b>	Neutral  Jul 2025	Application Permitted  19 Aug 2025
<b>DC/25/0943</b>	Surgery to 1x Oak <b>Beke Hall Marringdean Road Billingshurst West Sussex RH14 9HF</b>	Neutral  Jul 2025	Application Permitted  5 Aug 2025
<b>DC/25/0987</b>	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) <b>Little Slinfoldland, The Old Dairy Stane Street Five Oaks West Sussex RH14 9AZ</b>	Neutral  Aug 2025	Application Permitted  11 Aug 2025
<b>DC/25/1063</b>	Removal of shed and construction of timber garden room (Householder) <b>Fossbrooks 5 Parbrook Billingshurst West Sussex RH14 9ET</b>	Neutral  Aug 2025	Application Permitted  19 Aug 2025
<b>DC/25/1064</b>	Removal of shed and Construction of timber garden room (Listed Building Consent) <b>Fossbrooks5 Parbrook Billingshurst West Sussex RH14 9ET</b>	Neutral  Aug 2025	Application Withdrawn  20 Aug 2025
<b>DC/25/1161</b>	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	Neutral  Aug 2025	Application Permitted  11 Aug 2025

	<p>moved 540mm East to line through with edge of existing building. Reduction of rooflight width and slight amendment to siting on roof.</p> <p><b>Rowfold House Coneyhurst Road Billingshurst West Sussex RH14 9DD</b></p>		
<b>DC/25/1265</b>	<p>Installation of upgrades at Telecommunication Base State</p> <p><b>Telecommunications Mast 1494727 Hilland Farm Stane Street Billingshurst West Sussex</b></p>	<p>No Response</p> <p>n/a</p>	<p>No Objection to Consultation</p> <p>19 Aug 2025</p>
<b>DISC/25/0081</b>	<p>Approval of details reserved by condition 5 (details of the custom/self-build dwellings) to approved application DC/24/0768 (Reserved matters for 83No. dwellings and associated infrastructure, including access arrangements)</p> <p><b>Land at Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ</b></p>	<p>Discharge Only</p> <p>n/a</p>	<p>Application Permitted</p> <p>18 Aug 2025</p>

# **APPENDIX B**

## **HORSHAM DISTRICT COUNCIL PLANNING APPEALS** **BILLINGSHURST PARISH**

### **New Appeals**

None

### **Outstanding Appeals**

None

### **Appeal Decisions**

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

**Woodcroft Okehurst Lane Billingshurst West Sussex RH14 9HR**

Erection of steel barn to store machinery.

**APPEAL DISMISSED 31<sup>st</sup> July 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.

**APPEAL DISMISSED 31<sup>st</sup> July 2025**

# APPENDIX C

## HORSHAM DISTRICT COUNCIL ENFORCEMENT UPDATES BILLINGSHURST PARISH

### New Enforcement

**EN/25/0261 – 30 Jul 2025**

Alleged: unauthorised signage attached to footbridge

**Footbridge Over A29 Billingshurst Bypass Billingshurst West Sussex**

**EN/25/0263 – 01 Aug 2025** *[See also Closed Enforcement]*

Alleged: unauthorised works to a listed building

**35 High Street Billingshurst West Sussex RH14 9PP**

### 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**

**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**

**Closed Enforcement**

**EN/25/0263 – 01 Aug 2025**

Alleged: unauthorised works to a listed building

**35 High Street Billingshurst West Sussex RH14 9PP**

Close Reason: No Breach