



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 7 October 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

30 September 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 meeting held on 2 September 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/25/0108	Surgery to 1x Juniper (Works to Trees in a Conservation Area) Chime Cottage 14 East Street Billingshurst West Sussex RH14 9PY
DC/25/1174	Surgery to 1x Oak Land to the Rear of 7 Rosier Way Billingshurst West Sussex RH14 9TE
DC/25/1387	Surgery to 4x Oak 82 Broomfield Drive Billingshurst West Sussex RH14 9TW
DC/25/1395	Siting of 24No. single-storey static homes for permanent year-round residential use (Use Class C3)

	Limeburners Caravan Site Lordings Road Newbridge West Sussex RH14 9JA
DC/25/1505	Erection of a single storey rear extension and first floor side extension 10 Pine Close Billingshurst West Sussex RH14 9NL

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 consider a Pre-Application Consultation for the Diversion of Public Footpath No. 1476
12. **Date of Next Meeting: Tuesday 4 November 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
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	Neutral Aug 2025	Application Permitted 2 Sep 2025
DC/25/0586	Removal of Condition 3 of previously approved application DC/24/0498 (Demolition of existing 2No cottages and erection of 1No dwelling with associated landscaping and car parking) relating to protected species Keepers Cottage Coolham Road Coolham Horsham West Sussex RH13 8GP	Neutral May 2025	Application Permitted 12 Sep 2025
DC/25/1070	Conversion of the existing integrated garage and single storey extension (Lawful Development Certificate - Proposed) 39 Holders Close Billingshurst West Sussex RH14 9HL	Not Consulted N/A	Application Permitted 8 Sep 2025
DC/25/1108	Construction of 1no. detached dwelling and 2no. semi-detached dwellings Denhams Andrews Hill Billingshurst West Sussex RH14 9JT	Object Aug 2025	Application Refused 11 Sep 2025
DC/25/1136	Surgery to 1x Oak and 1x Poplar 41 Wood Croft Billingshurst West Sussex RH14 9XL	Neutral Aug 2025	Application Permitted 9 Sep 2025
DC/25/1142	Partial garage conversion, erection of a first floor side and rear extension, alterations to existing windows and doors. Installation of rooflights on the right elevation 50 Broomfield Drive Billingshurst West Sussex RH14 9TN	Neutral Aug 2025	Application Permitted 3 Sep 2025
DC/25/1235	Fell 1x Pear (Works to Trees in a Conservation Area) 35 High Street Billingshurst West Sussex RH14 9PP	Neutral Aug 2025	Application Permitted 23 Sep 2025
DISC/25/0054	Application for Approval of Details Reserved by Conditions 9 (foul water), 10 (surface water drainage) and 21 (off-site water naturalty measures) to approved application DC/20/2607 (83	Discharge Only N/A	Application Permitted 1 Sep 2025

	no. residential units, landscaping, access, parking and associated infrastructure) Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ		
DISC/25/0075	Approval of details reserved by condition 4 to approved application DC/24/0768 Land at Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ	Discharge Only N/A	Application Permitted 1 Sep 2025
DISC/25/0189	Approval of details reserved by conditions 4,5,6,8 and 9 to approved application DC/24/1017 8 Station Road Billingshurst West Sussex RH14 9RE	Discharge Only N/A	Application Permitted 2 Sep 2025
DISC/25/0207	Approval of details reserved by conditions 4,5,6,7,8,9,10,11,12 and 14 to approved application DC/23/0686 Little Woodhouse, Annexe New Road Billingshurst West Sussex RH14 9DS	Discharge Only N/A	Application Permitted 17 Sep 2025
HRA/24/0006	Application under Regulation 77 of the Conservation of Habitats and Species Regulations 2017 relating to the erection of three temporary classrooms Ingfield Manor School Ingfield Manor Drive Five Oaks Billingshurst West Sussex RH14 9AX	Not Consulted N/A	Application Permitted 9 Sep 2025

APPENDIX B

HORSHAM DISTRICT COUNCIL PLANNING APPEALS **BILLINGSHURST PARISH**

New Appeals

APP/Z3825/W/25/3373279 – DC/24/1571

Land Parcel at 507911 125837 Newbridge Road Billingshurst West Sussex

Variation of Condition 23 of previously approved application DC/25/0386 (Variation of Condition 1 and Removal of Condition 18 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) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout)) in relation to amending the operational hours.

Outstanding Appeals

None

Appeal Decisions

None

APPENDIX C

HORSHAM DISTRICT COUNCIL ENFORCEMENT UPDATES BILLINGSHURST PARISH

New Enforcement

EN/25/0309 – 27 Aug 2025

Alleged: erection of front boundary fence in breach of condition 7 of DC/15/1382 (no additional fencing)

22 Underwood Road, Billingshurst, West Sussex RH14 9FE

EN/25/0316 – 01 Sep 2025 [See also Closed Enforcement]

Alleged: Display of large advertisement on side of building in conservation area

85 High Street Billingshurst West Sussex RH14 9QX

EN/25/0322 – 08 Sep 2025

Alleged: damaged to trees and outbuildings at the property

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

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/24/0306 – 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 – 03 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/25/0261 – 30 Jul 2025

Alleged: unauthorised signage attached to footbridge

Footbridge Over A29 Billingshurst Bypass Billingshurst West Sussex

Case Closed: Breach Ceased

EN/25/0316 – 01 Sep 2025

Alleged: Display of large advertisement on side of building in conservation area

85 High Street Billingshurst West Sussex RH14 9QX

Case Closed: Breach Ceased

EN/24/0023 – 17 Jan 2024

Alleged: Unauthorised works to tree in Conservation Area

13 High Street Billingshurst West Sussex RH14 9PL

Case Closed: Not Expedient