



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 13 January 2026 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.

Greg Burt
G C Burt
Clerk to the Council

6 January 2026

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 December 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

DC/25/1066	Sandblasting of internal beams. (Listed Building Consent) Cherry Tree Cottage Stane Street Five Oaks West Sussex
DC/25/1693	Installation of metal fence along the front boundary. (Retrospective) 22 Underwood Road Billingshurst West Sussex RH14 9FE
DC/25/1948	Erection of a two storey rear extension North End Barn West Chiltington Lane Coneyhurst West Sussex RH14 9DN

DC/25/1962	Removal of Condition 2 of previously approved application BL/5/85 (Erection of farm bungalow to replace mobile home) relating to the agricultural occupation of the dwelling Sixacre Farm Stane Street Adversane West Sussex
DC/25/1964	Removal of Condition 8 of previously approved application DC/24/0345 (Demolition and replacement of existing barn and erection of a single storey two bedroom dwelling utilising the existing shared access) relating to water neutrality Gess Gates Farm Stane Street Adversane West Sussex RH14 9JR
DC/25/1992	Installation of a timber clad shipping container at the top of the farm to site an on farm milk station and vending machine, with an additional 1.5m area to the front of the container that will provide an undercover area for the container to be accessed St Andrews Farm Andrews Hill Billingshurst West Sussex
DC/25/1993	Use of the land for the siting of 3no. glamping pods for tourist accommodation Stonepits Manor Merringdean Road Billingshurst West Sussex
DC/25/1997	Surgery to 1 x Oak Rosier and Daux Wood Merringdean Road Billingshurst West Sussex
DC/25/1998	Erection of a single storey side and rear extension and pitched roof over bay window to the front elevation 14 Lower Station Road Billingshurst West Sussex RH14 9SX
DC/25/2045	Surgery to 1 x Oak Backset Andrews Hill Billingshurst West Sussex RH14 9JX
DC/25/2124	Erection of a two storey side and rear extension 33 Silver Lane Billingshurst West Sussex RH14 9RN
DC/25/2161	Fell 1x Ash. (Works to Trees in a Conservation Area) 13 Windmill Place Billingshurst West Sussex RH14 9GT

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. **Date of Next Meeting: Tuesday 3 February 2026** 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

FOR NOTING ONLY

Reference	Description and Address	Parish Council Response	District Council Decision
DC/24/1581	Outline planning application for up to 79 Dwellings (including affordable homes) with all matters reserved except for access Land at 508967 124469 Merringdean Road Billingshurst West Sussex	Objection Nov 2024	Application Permitted 9 Dec 2025
DC/25/1141	Change of Use and external alterations to provide 1no. retail/commercial unit and 6no. 1 bedroom flats Barclays Bank Ltd 84 High Street Billingshurst West Sussex RH14 9QS	Support Aug 2025	Application Refused 5 Jan 2026
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	Object Oct 2025	Application Withdrawn 1 Dec 2025
DC/25/1596	Surgery to 1x Sycamore and 1x Lime 7 Dell Lane Billingshurst West Sussex RH14 9QE	Neutral Nov 2025	Application Permitted 30 Dec 2025
DC/25/1607	Installation of below ground pool and filtration equipment housing Northwood Farmhouse Blackgate Lane Pulborough West Sussex RH20 1DF	Neutral Dec 2025	Application Permitted 18 Dec 2025
DC/25/1715	Demolition of existing detached garage and conservatory and erection of a pitched roof over existing porch, single storey side and rear extensions. 68 Arun Road Billingshurst West Sussex RH14 9NB	Neutral Nov 2025	Application Permitted 17 Dec 2025
DC/25/1779	Demolition of shed and erection of a two-bay garage with attached store Aspen Place Okehurst Lane Billingshurst West Sussex RH14 9HR	Neutral Dec 2025	Application Permitted 18 Dec 2025
DC/25/1855	Erection of a first floor extension over existing garage and single storey side extension 11 Longhurst Drive Billingshurst West Sussex RH14 9XP	Neutral Dec 2025	Application Permitted 5 Jan 2026

DISC/25/0314	Application for Approval of Details Reserved by Conditions 4 and 6 to approved application DC/22/0684 116 High Street Billingshurst West Sussex RH14 9QS	Discharge Only N/A	Application Permitted 9 Dec 2025
DISC/25/0353	Approval of details reserved by condition(s) 4(i) to approved application DC/25/0458 Land At 509354 126590 Hilland Road Billingshurst West Sussex RH14 9HN	Discharge Only N/A	Application Permitted 9 Dec 2025
DISC/25/0359	Approval of details reserved by condition 3 (Construction Environment Management Plan) to approved application DC/24/1571 (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 Land Parcel at 507911 125837 Newbridge Road Billingshurst West Sussex	Discharge Only N/A	Application Permitted 19 Dec 2025
S106/25/0026	Application to discharge air quality mitigation of S106 Agreement (Schedule 1 paragraph 3.1) of planning permission DC/20/2607 Land at Duckmoor Farm East of Billingshurst West Sussex RH14 9DZ	S106 Application n/a	Application Permitted

APPENDIX B

HORSHAM DISTRICT COUNCIL PLANNING APPEALS **BILLINGSHURST PARISH**

FOR NOTING ONLY

New Appeals

None

Outstanding 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.

Appeal Decisions

APP/Z3825/W/25/3372733 - DC/24/0298

Oakhurst Centre West Chiltington Lane Coneyhurst West Sussex RH14 9DN

Proposed settled gypsy accommodation site comprising 10no pitches and associated utility buildings.

Case Dismissed 19 Dec 2025

APPENDIX C

HORSHAM DISTRICT COUNCIL ENFORCEMENT UPDATES BILLINGSHURST PARISH

FOR NOTING ONLY

New Enforcement

EN/25/0417 – 02 Dec 2025

Alleged: unauthorised change of use from shop to hot food takeaway
6 Jengers Mead Billingshurst West Sussex RH14 9PB

EN/25/0419 – 02 Dec 2025 [See also Closed Enforcement]

Alleged: breach of condition 5 of DC/20/2607 (discharged by DISC/25/0055) (CEMP) - works have commenced on site without neighbour consultation or site manager details available

Land at Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ

EN/25/0421 – 08 Dec 2025 [See also Closed Enforcement]

Alleged: soil bund has been created without planning permission
Platts Corner Petrol Filling Station Newbridge Road Billingshurst West Sussex RH14 9HY

EN/25/0428 – 18 Dec 2025

Alleged: Painting of shop front, installation of signage and installation of external lighting, without the necessary consent.
Aurac Television Limited 33 High Street Billingshurst West Sussex RH14 9PP

EN/25/0434 – 21 Dec 2025

Alleged: woodland being cleared and installation of caravans and containers
Petty Char Court Coneyhurst Road Billingshurst West Sussex

EN/25/0436 – 22 Dec 2025

Advertisements erected without advertisement consent
Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ

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/25/0254 – 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

EN/25/0385 – 24 Oct 2025

Alleged: Use of residential property, layby outside and neighbouring roads for car sales without planning permission

28 Puttock Way Billingshurst West Sussex RH14 9ZJ

EN/25/0405 – 18 Nov 2025

Alleged: Material change of use of property for the keeping of dogs without planning permission

Steepwood View Merringdean Road Billingshurst West Sussex RH14 9EH

EN/25/0407 – 21 Nov 2025

Alleged: Unauthorised works involving the erection of a new sub base

Grainingfold Horsham Road Five Oaks Billingshurst West Sussex RH14 9AT

Closed Enforcement

EN/25/0406 – 21 Nov 2025

Alleged: Breach of condition 3 (Construction Environmental Management Plan) regarding an effective wheel washing facility and/or road cleaning process

Platts Corner Petrol Filling Station Newbridge Road Billingshurst West Sussex RH14 9HY

Close Reason: Breach Ceased

EN/25/0419 – 02 Dec 2025

Alleged: breach of condition 5 of DC/20/2607 (discharged by DISC/25/0055) (CEMP) - works have commenced on site without neighbour consultation or site manager details available

Land at Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ

Close Reason: No Breach

EN/25/0421 – 08 Dec 2025

Alleged: soil bund has been created without planning permission

Platts Corner Petrol Filling Station Newbridge Road Billingshurst West Sussex RH14 9HY

Close Reason: No Breach