




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 April 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.


G C Burt
Clerk to the Council

26 March 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 3 March 2026, 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/26/0335	Erection of an outbuilding to the rear Aspen Place Okehurst Lane Billingshurst West Sussex
DC/26/0340	Conversion of loft into habitable living space with the installation of 3no. front and 2no. rear rooflights (Lawful Development Certificate - Proposed) 60 Puttock Way Billingshurst West Sussex RH14 9ZJ
DC/26/0372	Surgery to 1 x Lime. Surgery to 1 x Oak. (Works to Trees in a Conservation area). Surgery to 1 x Sycamore. (Works to Trees subject to a TPO) Gratwicke Cottage 16A East Street Billingshurst West Sussex RH14 9PY

DC/26/0382	Partial demolition of link section The Boathouse Palmers Barn West Chiltington Lane Coneyhurst Billingshurst West Sussex RH14 9DN
DC/26/0403	Application to confirm the creation of a Canter Track on a date four years previous. (Lawful Development Certificate - Existing) Guilkenhurst Stud Lordings Road Billingshurst West Sussex RH14 9JB
DC/26/0404	Application to confirm the continuous use of a Horse Arena for a period in excess of ten years. (Lawful Development Certificate - Existing) Guilkenhurst Stud Lordings Road Billingshurst West Sussex RH14 9JB
DC/26/0407	Change of Use of land and extension to existing equine arena Guilkenhurst Stud Lordings Road Billingshurst West Sussex RH14 9JB
DC/26/0486	Surgery to 1 x Oak The Firs Dauxwood Close Billingshurst West Sussex

The following applications are for **NOTING ONLY** as the Parish Council is the applicant or landowner.

DC/26/0365	Surgery to 2x Oak Land East of 1 Willow Drive Billingshurst West Sussex
DC/26/0400	Variation of Condition 8 of previously approved application DC/20/0506 (Change of use of ground floor from offices to Youth Day Centre, amendments to windows and new means of escape door) for the use purpose to be varied for general community use 83A Arun House, High Street Billingshurst West Sussex RH14 9QX

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 5 May 2026** at 7.00pm (unless there is a need for a plans-only meeting)

Committee Members: FA, JH, DH, MM, 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
CA/26/0014	Surgery to 1x Conifer (Works to Trees in a Conservation Area) Sayers Farm Stane Street Adversane West Sussex RH14 9JH	Neutral Feb 2026	Application Permitted 24 Mar 2026
DC/25/1066	Sandblasting of internal beams. (Listed Building Consent) Cherry Tree Cottage Stane Street Five Oaks West Sussex	Neutral Jan 2026	Application Permitted 2 Mar 2026
DC/25/1234	Demolition of existing buildings and erection of a dwelling (as an alternative to Prior Approval Ref. DC/24/0304) Rowfold Lodge Coneyhurst Road Billingshurst West Sussex RH14 9DD	Object Sep 2025	Application Permitted 13 Mar 2026
DC/25/1946	Demolition of existing dwelling and erection of 1 no Detached 3 bed dwelling and 1 no pair of Semi-detached 3 bed dwellings with parking and facilities 3 Station Road Billingshurst West Sussex RH14 9RF	Object Feb 2026	Application Refused 9 Mar 2026
DC/26/0023	Fell 1 x Weeping Willow (Salix) and Surgery to 1 x Hawthorn (Crataegus) Brambles Dauxwood Close Billingshurst West Sussex	Neutral Feb 2026	Application Permitted 10 Mar 2026
DC/26/0034	Change of use of the existing residential dwelling (Use Class C3) to allow for mixed use as dwelling and childminding, with an erection of a cabin to the rear to replace the existing summerhouse 14 Broomfield Drive Billingshurst West Sussex RH14 9TJ	Neutral Feb 2026	Application Permitted 19 Mar 2026
DC/26/0056	Installation of profiled metal roof over-clad including insulation of rooflights Daux Road Industrial Estate, Prime Buildings Daux Road Billingshurst West Sussex RH14 9SJ	Neutral Feb 2026	Application Permitted 23 Mar 2026
DC/26/0100	Removal of Conditions 7, 17, 21 and 22 of previously approved application DC/23/1602 (Demolition of agricultural building and erection of 2 dwellings) Relating to water neutrality Grainingfold Horsham Road Five Oaks West Sussex RH14 9AT	No Response n/a	Application Permitted 5 Mar 2026

DC/26/0123	Erection of a first floor side extension. Alterations to cladding Bracken Furze View Slinfold West Sussex RH13 0RH	Neutral Feb 2026	Application Permitted 23 Mar 2026
DISC/26/0015	Application for Approval of Details Reserved by Condition Biodiversity Net Gain Condition to approved application DC/25/1566 (a) Submission of a Biodiversity Gain Plan has been submitted to the planning authority, and (b) the planning authority has approved the plan Keepers Cottage Coolham Road Coolham Horsham West Sussex RH13 8GP	Discharge Only n/a	Application Permitted 13 Mar 2026
DISC/26/0018	Application for Approval of Details Reserved by Condition 3 to approved application DC/25/0586 Keepers Cottage Coolham Road Coolham Horsham West Sussex RH13 8GP	Discharge Only n/a	Application Permitted 17 Mar 2026

APPENDIX B

HORSHAM DISTRICT COUNCIL PLANNING APPEALS BILLINGSHURST PARISH

FOR NOTING ONLY

New Appeals

None

Outstanding Appeals

APP/Z3825/W/26/6004095 - DC/25/1108

Denhams Andrews Hill Billingshurst West Sussex RH14 9JT

Construction of 1no. detached dwelling and 2no. semi-detached dwellings.

Appeal Decisions

None

APPENDIX C

HORSHAM DISTRICT COUNCIL ENFORCEMENT UPDATES BILLINGSHURST PARISH

FOR NOTING ONLY

New Enforcement

EN/26/0074 – 24 Feb 2026

Alleged: dropped curb has been installed without planning permission
1 Gratwicke Close Billingshurst West Sussex RH14 9QA

EN/26/0110 25 Mar 2026

Alleged: erection of a timber outbuilding without planning permission
**Echo Motors, Maxwell Court, Horsham Road, Five Oaks, Billingshurst West Sussex
RH14 9AL**

Outstanding Enforcement

EN/23/0001 – 3 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/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 Chilington 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/25/0407 – 21 Nov 2025

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

Grainingfold Horsham Road Five Oaks Billingshurst West Sussex RH14 9AT

EN/25/0417 – 2 Dec 2025

Alleged: unauthorised change of use from shop to hot food takeaway

6 Jengers Mead Billingshurst West Sussex RH14 9PB

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

EN/26/0012 – 09 Jan 2026

Alleged: Non compliance with details approved under DISC/25/0252 in connection with the Construction Environment Management Plan submitted to discharge condition 5 of DC/20/2607 (routing of construction vehicles)

Duckmore Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ

EN/26/0025 – 22 Jan 2026

Alleged: breach of condition 3 attached to DC/24/1999 (site deliveries)

Land at 509467 125933 Hilland Road Billingshurst West Sussex

EN/26/0030 – 26 Jan 2026

Alleged: development levels not in accordance with the approved plans (DC/24/0805)
Platts Corner Petrol Filling Station Newbridge Road Billingshurst West Sussex RH14 9HY

EN/26/0033 – 30 Jan 2026

Alleged: Breach of condition relating to working hours in connection with application
DC/20/2607

Duckmoor Farm Wooddale Lane Billingshurst West Sussex RH14 9DZ

EN/26/0037 – 4 Feb 2026

Alleged: installation of illuminated signage without advertisement consent on listed building
Kings Head 40 High Street Billingshurst West Sussex RH14 9NY

EN/26/0045 – 10 Feb 2026

Alleged change of use of industrial unit to fitness gym without planning permission
Unit 28 Huffwood Trading Estate Brookers Road Billingshurst West Sussex RH14 9UR

EN/26/0065 – 21 Feb 2026

Alleged: removal of hedgerow along New Road
Hilland House New Road Billingshurst West Sussex RH14 9AA

Closed Enforcement

EN/23/0493 – 1 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

Close Reason: Breach Ceased