



**Minutes of the Virtual Meeting of the Planning and Environment Committee  
on Thursday 4 March 2021  
7.30pm**

**Present, via ZOOM**

Cllrs Dave Homer (Chairman), Graeme Acraman, Edna Bengler, James Marchant, Doug Waller and Sarah Wilson.

**In attendance, via ZOOM**

Jo Booth, Assistant Clerk

**26/21 Apologies for Absence.**

An apology was received from Cllr Garry Commins (unwell). On the proposal of Cllr Dave Homer, seconded by Cllr Sarah Wilson, **RESOLVED** that the apology and the reason given be accepted.

**27/21 Declarations of interest and notification of change to members' interests.**

Cllr Dave Homer declared a personal interest in agenda item 31/21vi as the applicant is a neighbour.

Cllr Dave Homer declared a personal interest in agenda item 31/21ix as one of the owners is known to him.

**28/21 Approval of the minutes of the Planning and Environment Committee meeting held on 4 February 2021, previously circulated, to confirm and sign the minutes as a correct record.** The draft minutes of the meeting held on 4 February 2021, having been previously circulated, were taken as read. On the proposal of Cllr Graeme Acraman, seconded by Cllr Doug Waller, **RESOLVED** that these minutes be accepted and signed as a correct record accordingly.

**29/21 Matters Arising.**

- i. Minute 23/21. The Principal Rights of Way Officer, West Sussex County Council, has thanked the Committee for its support for the proposal to link two public footpaths in the Lordings Road area.

**30/21 Public Session.**

Members of the public had been given the opportunity to join the meeting in person or to submit a question which the Assistant Clerk would read out. No requests of this nature had been received.

**31/21 Planning Applications.**

- i. **DC/20/2402** Alterations to existing ancillary use structures existing shed / pool house to include the installation of a pump room, shower / change room and pool side

- entertainment room. **GREAT GILLMANS, MARRINGDEAN ROAD, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr Graeme Acraman, **RESOLVED** that the Parish Council does not object to this application but notes that the proposal involves works to trees and hedges which must not be carried out in nesting season.
- ii. **DC/21/0148** Variation of Condition 1 of previously approved application DC/19/0212 (Conversion of a barn to form two 2 bedroom dwellings) Relating to the increase in height of the 2 No. bathroom windows, installation of log burner and flue and soil vent and rainwater pipes, change from side hung to sliding doors on the rear elevation, change of material to the front door. Alterations to bathroom layout. **CHALK FARM, OKEHURST LANE, BILLINGSHURST.** On the proposal of Cllr Graeme Acraman, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application.
- iii. **DC/20/0854** Change of use of land to bailing and storage of agricultural plastics for subsequent despatch and off-site recycling. **COPPED HALL FARM, OKEHURST LANE, BILLINGSHURST.** On the proposal of Cllr Doug Waller, seconded by Cllr Dave Homer, **RESOLVED** that the Parish Council maintains its strong objection to this application. Additional comments to be made are:-
- the HDC Environmental Health Officer should be consulted on the potential for land contamination through run-off;
  - Given that Okehurst Lane is very narrow with no wide verges or pavements. It is very well served by the local footpath network and an increase in the volume of traffic and the size of these vehicles, represents a very real risk to walkers, cyclists, equestrians and other road users. In fact, the Parish Council would like to suggest that the road should be subject to a weight restriction;
  - If this application is permitted, future intensification of activity at the site would add to the negative impact on neighbours and users of Okehurst Lane.
- Lastly, it was agreed that this application should be “called-in” and be heard at a meeting of the Planning Committee (South). \* Post-meeting note\* **The application has already been placed on the agenda for the HDC Planning Committee South meeting on 16 March 2021. The application is recommended for refusal. The Assistant Clerk will contact Committee South members and ask them to support the Planning Officer’s recommendation.**
- iv. **DC/20/2567** Demolition of existing barns and erection of 3 No residential dwellings and creation of a new access. **BILLHOOK FARM, WEST CHILTINGTON LANE, CONEYHURST, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr Edna Benger, **RESOLVED** that the Parish Council maintains its strong objection to this application. Councillors also asked if HDC’s Conservation Officer could be consulted in regard to the existing barns in case they are of any historical interest.
- v. **DC/20/1987** Erection of a single storey side extension and installation of 2 No. front pitched roof dormers. **27 DELL LANE, BILLINGSHURST.** On the proposal of Cllr

- Doug Waller, seconded by Cllr Graeme Acraman, **RESOLVED** that the Parish Council does not object to this application.
- vi. **DC/20/2518** Erection of part first floor / part two-storey side extension and single-storey rear extension and associated alterations. **30 COOMBE HILL, BILLINGSHURST.** Having declared an interest in this item, Cllr Dave Homer abstained from voting. On the proposal of Cllr Sarah Wilson, seconded by Cllr Graeme Acraman, **RESOLVED** that the Parish Council does not object to this application.
- vii. **DC/21/0275** Surgery to 1 x Oak and 1 x Lime. **3 EASTON CRESCENT, BILLINGSHURST.** On the proposal of Cllr Dave Homer, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application.
- viii. **DC/21/0142** Removal of 2 No. doors and 3 No. windows to be replaced with brick to match the existing Building, removal of fire escape stairs. Installation of 8 No. vent grilles. **BEVERLEY ENVIRONMENTAL ENGINEERING LIMITED, BROOKERS ROAD, BILLINGSHURST.** On the proposal of Cllr Graeme Acraman, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council objects to the removal of the fire escape until more is known about the intended use of the building.
- ix. **DC/21/0300** Removal of Conditions application of previously approved application DC/20/0034 (Prior approval for a proposed change of use of agricultural buildings to 4 dwelling houses (Class C3) with associated works) Relating to the agricultural ties due to no farming on property for approximately 30 years. **LIME TREES, STANE STREET, BILLINGSHURST.** Having declared a personal interest in this application, Cllr Dave Homer abstained from voting. On the proposal of Cllr Doug Waller, seconded by Cllr Graeme Acraman, **RESOLVED** that the Parish Council does not object to this application.
- x. **DC/21/0266** Creation of rear dormer. **14 CAFFYNS RISE, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr Graeme Acraman, **RESOLVED** that the Parish Council does not object to this application.
- xi. **DC/21/0158** Change of use of land to formalise existing ancillary residential use, with the erection of a single storey replacement building for ancillary residential accommodation. **KETTLESBRIDGE FARM, WEST CHILTINGTON LANE, CONEYHURST, BILLINGSHURST.** On the proposal of Cllr Graeme Acraman, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council does not object to this application.
- xii. **DC/21/0440** Fell 1 x Damson and 3 x Laburnum (Works to Trees in a Conservation Area). **SAYERS FARM, STANE STREET, ADVERSANE, BILLINGSHURST.** On the proposal of Cllr Dave Homer, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application but would ask that replacement trees of a native species are planted.

**32/21 Horsham District Council Planning Decisions.**

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/20/2480	Fell 1 x Ash and Fell 3 x Sycamore (Works to Trees in a Conservation Area) <b>THE VICARAGE, 8 EAST STREET, BILLINGSHURST</b>	No objection January 2021	Permitted 1.2.2021
DC/20/2503	Surgery to 1 x Lawson Cypress Ellwoodii and 1 x Yew (Works to Trees in a Conservation Area) <b>25 HIGH STREET, BILLINGSHURST</b>	No objection January 2021	Permitted 1.2.2021
DC/20/2378	Change of use to provide 1No. retail/commercial unit, 1No. 2-bedroom flat and 1No. 4-bedroom dwelling and erection of a double garage <b>BARCLAYS BANK LTD, 84 HIGH STREET, BILLINGSHURST</b>	N/A – determined before the February meeting	Permitted 3.2.2021
DC/20/0983	Erection of 2no. 3-bedroom semi-detached, one and a half storey dwellings, car parking and associated landscaping <b>LAND REAR OF 1 AND 2 PARBROOK COTTAGES, STANE STREET, PARBROOK, BILLINGSHURST</b>	Objected June 2020	Refused 4.2.2021
DC/20/2296	Surgery to 1 x Oak <b>WOODHURST, BROOKERS ROAD, BILLINGSHURST</b>	No objection December 2020	Permitted 9.2.2021
DC/20/2296	Surgery to 1 x Oak <b>WOODHURST, BROOKERS ROAD, BILLINGSHURST</b>	No objection December 2020	Permitted 9.2.2021
DC/20/2540	Erection of a new chalet bungalow with associated parking <b>PARBROOK COTTAGES, PARBROOK, BILLINGSHURST</b>	Objected January 2021	Permitted 12.2.2021
DC/20/1872	Erection of 2No. semi-detached residential dwellings with associated access, landscaping, parking, and other related works. <b>PART OF HOUSING PARCEL H6 LAND EAST OF BILLINGSHURST NORTH OF THE A272, EAST STREET, BILLINGSHURST</b>	No objection October 2020	Permitted 12.2.2021
DC/20/2574	Surgery to 1 x Oak (Works to Trees in Conservation Area) <b>17 ROSEHILL, BILLINGSHURST</b>	No objection January 2021	Permitted 17.2.2021
DC/20/2415	Conversion of existing garage to habitable living space ancillary to the main dwelling. Installation of new window to the east elevation <b>8 FIELD END, BILLINGSHURST</b>	Objected January 2021	Permitted 17.2.2021
DC/20/2495	Erection of a single storey rear extension and first floor side extension over existing garage <b>2 OAK ROAD, BILLINGSHURST</b>	No objection January 2021	Permitted 19.2.2021
DC/21/0092	Fell 1 x T4 – Ash and 1 x G5 – Blackthorn (Works to Trees in a Conservation Area) <b>WAYSIDE COTTAGE, STANE STREET, ADVERSANE, BILLINGSHURST</b>	No objection February 2021	Permitted 25.2.2021

33/21 Appeals and Appeal Decisions. None.

34/21 Street Naming – Marringdean Acres (Phase 3) Site. Following the sale of the site by A2 Dominion to Bellway Homes, the Committee is asked to reconfirm names suggested in January 2017 (The Privet, The Thicket and Hedgelands) or offer alternative names. Following discussion of several options for street naming, it was **RESOLVED** that the following be submitted:-

- Blue Road - Woodpeckers
- 2 remaining roads - any of the following options (in order of preference):-  
The Laurels  
Laburnum Way  
Hedgelands  
Autumn Drive  
Spring Copse  
Summer Close

It was noted that “Stanley Mews” (formerly Little Gillmans) is not on the master list. The Assistant Clerk will let HDC know of this omission.

35/21 Any other matters for information only. None.

36/21 Date of Next Meeting: Thursday 1 April 2021 at 7.30pm. (Unless there is a need for a plans-only meeting).

The meeting closed at 8.30pm.

**Chairman**

**Date**