



**Minutes of the Virtual Meeting of the Planning and Environment Committee
on Thursday 6 May 2021
7.30pm**

Present, via ZOOM

Cllrs Edna Bengler, Caroline Beresford Pratt, Dave Homer (Chairman), James Marchant, Doug Waller and Sarah Wilson.

In attendance, via ZOOM

Jo Booth, Assistant Clerk
David McFarlane, SP Broadway
Alice Marmara, SP Broadway
Alex Marshall, Dunmoore Group

The Chairman welcomed Councillors, staff and guests to the meeting. He reminded Members to raise their voting cards if they wished to speak and that the meeting was being broadcast on the internet.

The Chairman thanked Cllr Graeme Acraman for his service to the Committee and welcomed Cllr Caroline Beresford Pratt.

47/21 Apologies for Absence.

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

48/21 Declarations of interest and notification of change to members' interests.

None.

49/21 Approval of the minutes of the Planning and Environment Committee meeting held on 1 April 2021, previously circulated, to confirm and sign the minutes as a correct record. On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that, with the addition of the missing page 2 of Horsham District Council (HDC) decisions for March, the minutes be accepted and signed as a correct record accordingly.

50/21 Matters Arising.

None.

51/21 Public Session.

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

52/21 Update on the Neighbourhood Portion of the Community Infrastructure Levy (CIL).

HDC has advised that the Parish Council will shortly receive £35,997.11 which represents the neighbourhood portion of the total CIL receipts for our area received between 1 October 2020 and 31 March 2021. The breakdown is:-

DC/18/1190	-	£19,329.72
DC/19/0839	-	<u>£16,667.39</u>
		<u>£35,997.11</u>

53/21 Planning Applications.

- i. **DC/21/0748** Outline Application for up to 9,825m² of Class E (Industrial Processes), B2, and B8 use floorspace with all matters reserved except for access (Phase 3). **LAND TO THE SOUTH OF HILLAND FARM, STANE STREET, BILLINGSHURST.**

The Chairman invited Mr Marshall to give an overview of the application. He explained that this proposal will infill the remaining pocket of land between Phase 2 and the pylons to the south and will complete the business park masterplan. The job creation is in line with the housing expansion east of Billingshurst and the employment space will be serviced via the road and new roundabout so no new infrastructure works are required off-site.

Mr McFarlane and Mr Marshall gave an update on the progress on development at Hilland Farm. Mr McFarlane is hopeful that Members will be able to have a tour of the site once COVID restrictions are lifted. He reported that the application for the Lidl supermarket had been well supported by residents and is currently being considered by HDC. Cllr Sarah Wilson asked if there was an update on the road surface on the roundabout. Mr Marshall said that it was being monitored by West Sussex County Council (WSCC) Highways and that a weekly cleaning process has been introduced to clear debris. A road safety audit is due to be carried out soon and some road markings are also going to be undertaken. This will involve a 1 or 2 day road closure in approximately one month's time but it is not known at this stage whether the works will be undertaken during day or night time hours. Cllr Sarah Wilson asked if the existing Public Right of Way (PRoW) will be maintained and the broken stile replaced. Mr Marshall is sure that something can be done for the section which is not in another party's ownership; the PRoW will be maintained at all times.

Cllr Doug Waller queried the car parking capacity for the Lidl supermarket. Mr Marshall confirmed that there will be a total of 125 spaces and that this figure was calculated according to WSCC's Parking Calculator. Cllr Doug Waller asked about the number of units this new application hopes to supply and the maximum height. Mr Marshall said that there are 6 units with a maximum height of 10m to the eaves. When asked about the redundant hammerhead half way along the link road, Mr Marshall confirmed that it is a farm road which is in use and outside the ownership of the Dunmoore Group and will not be used for access to the park.

Cllr Caroline Beresford Pratt asked what remedial action is to be taken in regard to the recently planted trees, some of which have died and others are leaning. Mr Marshall confirmed that replacement trees will be planted and all trees will be properly supported. Cllr Caroline Beresford Pratt asked for more information about the petrol filling station, convenience store and coffee drive through. Mr Marshall said that the petrol station works are due to start in mid-May, the convenience store (Morrisons) will be fitted in early August and both will be open by the end of that month. A revised application for the coffee outlet will be submitted as the unit will be smaller than the original plan.

Cllr James Marchant asked why the layby on the left after the first roundabout has been redesignated as a bus stop. Mr Marshall explained that this was part of the first planning application. Cllr James Marchant also asked if solar panels and ground source heat pump will be installed. Mr Marshall explained that Dunmoore have designed the park on a green grid so that electricity via solar (or future renewables) will link in to supply power for the unit occupiers or for other users on the site. Cllr James Marchant expressed his concerns for the 5 or 6 oak trees which are to be felled. Mr Marshall said that they will be replaced by planting trees of native species on the boundary but that it is probably not going to be possible to keep the oaks.

Cllr Edna Benger asked about lighting on the site, specifically whether there would be external lighting or if it would be contained within the units. Mr Marshall said that the same low-level emergency lighting as Phases 1 and 2 will be in operation between 11pm and 6.30am.

On the proposal of Cllr Dave Homer, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council does not object to this application.

- ii. **DC/21/0406** Demolition of existing outbuilding and erection of greenhouse with associated landscaping works. **COOMBLAND HOUSE, WEST CHILTINGTON LANE, CONEYHURST, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application.
- iii. **DC/21/0413** Erection of a first floor side extension, single storey front/side entrance porch extension and fenestration and door alterations and additions. **21 MAPLE ROAD, BILLINGSHURST.** On the proposal of Cllr Doug Waller, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application.
- iv. **DC/20/2546** External alterations to existing building including installation of windows, door and rooflights, re-cladding and re-roofing (following prior approval for change of use to residential ref: DC/19/1258). **FIG TREES, SOUTH HOUSE FARM, MARRINGDEAN ROAD, BILLINGSHURST.** Cllr Sarah Wilson proposed that the Parish Council does not object to this application. There being no seconder, **MOTION LOST.** On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council objects to this application as the scale of the proposal is far in excess of what was agreed following prior approval DC/19/1258, and now constitutes overdevelopment of the site. It is considered that this will have a

- detrimental environmental impact in a countryside location. The potential for a large number of vehicle movements is also of concern.
- v. **DC/20/2559** External alterations to existing building including installation of windows, door and rooflights, re-cladding and re-roofing (following prior approval for change of use to residential ref: DC/19/1258). **LITTLE OAK, SOUTH HOUSE FARM, MARRINGDEAN, BILLINGSHURST.** On the proposal of Cllr Dave Homer, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council objects to this application on the same grounds as DC/20/2546, above.
- vi. **DC/21/0293** Erection of two-storey office building and the provision of car parking facilities. **FOUR SEASONS FUEL, CONEYHURST ROAD, CONEYHURST, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council does not object to this application but comment that it should be named as a retrospective application as works are already being undertaken. It was also felt that a suitable condition should be applied in order to control hours and type of lighting.
- vii. **DC/21/0505** Conversion of an existing garage into additional living space, erection of a first floor extension above existing garage. Alterations to the front elevation to include a new bay window and extension of the existing canopy to form a roof above. **21 DELL LANE, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application.
- viii. **DC/21/0613** Erection of a single storey rear extension. **49 SILVER LANE, BILLINGSHURST.** On the proposal of Cllr Dave Homer, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council does not object to this application.
- ix. **DC/21/0734** Fell 1 x Apple, 1 x Conifer and 1 x Tree of Unknown Species (Works to Trees in a Conservation Area). **TIMBLE INGS, 12 CAFFYNS RISE, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application but asks if the Arboricultural Officer can require that replacement trees are planted.

54/21 Horsham District Council Planning Decisions.

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/20/1280	Erection of a temporary shed in the car park GENITRIX HOUSE, DAUX ROAD, BILLINGSHURST	No objection August 2020	Permitted 29.3.2021
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	Supported February 2021 and no objection to amended plan 4.3.2021	Permitted 31.3.2021

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/20/2607	Outline application for the development of approximately 83 residential units, landscaping, access, parking and associated infrastructure on land at Duckmoor, East Billingshurst with all matters reserved except access LAND AT DUCKMORE, EAST OF BILLINGSHURST	Strong objection 4.2.2021	Refused 6.4.2021
DC/21/0143	Temporary change of use of existing holiday let accommodation (previously permitted under DC/13/1283) for use as a residential property (Class C3) for a period of up to 4 years LORDINGS FARM, LORDINGS ROAD, ADVERSANE, BILLINGSHURST	No objection 1.4.2021	Permitted 16.4.2021
DC/21/0440	Fell 1 x Damson and 3 x Laburnum (Works to Trees in a Conservation Area) SAYERS FARM, STANE STREET, ADVERSANE, BILLINGSHURST	No objection 4.3.2021	Permitted 19.4.2021
DC/21/0440	Fell 1 x Damson and 3 x Laburnum (Works to Trees in a Conservation Area) SAYERS FARM, STANE STREET, ADVERSANE, BILLINGSHURST	No objection 4.3.2021	Permitted 19.4.2021
DC/21/0275	Surgery to 1 x Oak and 1 x Lime 3 EASTON CRESCENT, BILLINGSHURST	No objection 4.3.2021	Permitted 19.3.201
DC/20/2111	Change of use of land from equestrian use to residential (Class C3) allowing it to be included in the curtilage of the owners adjacent and connected property. Erection of a garage and a workshop OAK HOUSE, STANE STREET, FIVE OAKS, BILLINGSHURST	Objected 19.11.2020	Refused 28.4.2021

55/21 Appeals and Appeal Decisions. None.

56/21 Planning Compliance.

The office has been notified that a Temporary Stop Notice was served on Jackmans Farm, Adversane Lane. This follows investigation by HDC Compliance Officers who received complaints concerning lorries arriving on site and depositing waste on land at the rear. The notice expired on 28 April. The office was notified by a resident that over the Bank Holiday weekend, several caravans had arrived on the site and that land works were being carried out. The resident had been trying to contact Planning Compliance with no result.

Post-meeting Update. The Compliance Team have been in touch with the office to report that they are taking the matter seriously. They have spoken to neighbours and to the police and have also brought in the Environment Agency.

57/21 Any other matters for information only.

As a result of a decision taken at the meeting last evening, this Committee now has flooding within its terms of reference. Cllr Acraman remains the PC representative on the Flood Action Group but is no longer a member of this committee. Please could members think about how FAG will link to this committee. Would any member like to be the co-ordinator who will bring issues forward?

58/21 Date of Next Meeting: Thursday 3 June 2021 at 7.30pm. (Unless there is a need for a plans-only meeting).

The meeting closed at 8.55pm.

Chairman

Date