



**Minutes of the Meeting of the Planning and Environment Committee  
held at the Billingshurst Centre  
on Thursday 9 June 2022 at 7.30pm**

**Present**

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

**In attendance**

Jo Booth, Assistant Clerk.

**Regrettably, technical issues meant that the meeting was not streamed to the internet.**

The Chairman asked members to raise their hands if they wished to speak.

Before the meeting commenced, the Chairman thanked Cllr Dave Homer for the incredible contribution he has made to this Committee over 16 years of service as Chairman. He said that he was grateful that Cllr Dave Homer has decided to remain a member as his local knowledge is invaluable. The Chairman welcomed Cllr Caroline Beresford Pratt as Vice Chairman.

**56/22 Apologies for Absence.**

An apology for absence was received from Cllr Garry Commins (personal commitment). On the proposal of Cllr Doug Waller, seconded by Cllr Sarah Wilson, **RESOLVED** that the apology and the reason given be accepted.

**57/22 Declarations of interest and notification of change to members' interests.**

Cllr Sarah Wilson declared a personal interest in item DC/22/0748 as the applicant is an immediate neighbour.

**58/22 Approval of the minutes of the Planning and Environment Committee meeting held on 5 May 2022, previously circulated.** On the proposal of Cllr Dave Homer, seconded by Cllr James Marchant, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

**59/22 Matters Arising.**

- i. The Assistant Clerk has spoken to Andy Bush, Arboricultural Officer at Horsham District Council (HDC). He and a colleague are intending to attend a meeting of this Committee in late summer/early autumn.
- ii. The draft West Sussex Transport Plan was reported to this Committee and considered at a meeting of F&GP in September 2021. The final version of the Plan is available to view online at [www.westsussex.gov.uk/media/17428/wstp.pdf](http://www.westsussex.gov.uk/media/17428/wstp.pdf).

- iii. Comments from members of this Committee were combined in a response to the Water Resources South East Consultation. There were over 1,150 responses for the team to analyse and these are summarised in the Emerging Regional Plan. The Draft Regional Plan will be published for consultation later this year. The Assistant Clerk will forward the link to the Emerging Plan (<https://wrse.uk.engagementhq.com/our-regional-plan>) – please let her know if you would like a hard copy.

**60/22 Public Session.**

There were no members of the public present.

**61/22 Planning Applications.**

- i. **DC/22/0697** Erection of steel barn to store machinery. **WOODCROFT, OKEHURST LANE, BILLINGSHURST.** On the proposal of Cllr Sarah Wilson, seconded by Cllr Doug Waller, **RESOLVED** that the Parish Council objects to this application. Members agreed with the concerns raised by both Highways and the Arboricultural Officer. They felt that the height, scale and mass of the proposed barn is excessively large for the location and that it could be better positioned within the available plot. Without effective screening, the proposed barn will be a very visible intrusion on the rural landscape of the location.

The A29 is a very busy road at all times of the day. Members were concerned that another access onto it in this location would raise safety concerns for both pedestrians and motorists. It was noted that Highways has asked for further information and a re-consult on the proposal and the Parish Council would like to be involved in that re-consult.

- ii. **DC/22/0748** Erection of a single storey side extension. **16 CARPENTERS, BILLINGSHURST.** On the proposal of Cllr James Marchant, seconded by Cllr Edna Bengel, **RESOLVED** that the Parish Council does not object to this application. The comments already submitted by the Residents' Association in regard to the avoidance of disruption to the power and sewerage supplies during works are supported.

Additionally, it should be noted that Carpenters is in very close proximity to a school and a great many parents use the roads for dropping off and collecting children at start and finishing times. It is felt that a condition on the prohibition of contractor parking during works should be applied in the interests of highway safety.

- iii. **DC/22/0854** Erection of a single storey rear infill extension in place of existing conservatory and erection of a first floor side extension. **PONDSIDE COTTAGE, CONEYHURST ROAD, BILLINGSHURST.** On the proposal of Cllr Edna Bengel, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application.
- iv. **DC/22/0771** Erection of a garden outbuilding to rear (Lawful Development Certificate – Existing). **1 COOMBE CLOSE, BILLINGSHURST.** On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application.

- v. **DC/21/2839** Erection of an attached timber framed annexe (Retrospective application). **CROSSWAYS, ADVERSANE LANE, ADVERSANE, BILLINGSHURST.** On the proposal of Cllr James Marchant, seconded by Cllr Caroline Beresford Pratt, **RESOLVED** that the Parish Council maintains its objection to this application.
- vi. **DC/22/0684** Conversion of former retail unit to form a dwelling (Class C3), incorporating erection of a rear extension, installation of photovoltaic panels to southern roof slope and associated works. Amendment to the previously consented proposal (DC/21/1281). **116 HIGH STREET, BILLINGSHURST.** On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this amended plan.
- vii. **DC/22/0890** Erection of a single storey rear extension. **2 CHESTNUT ROAD, BILLINGSHURST.** On the proposal of Cllr Dave Homer, seconded by Cllr Caroline Beresford Pratt, **RESOLVED** that the Parish Council does not object to this application.

**62/22 Horsham District Council Planning Decisions.**

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/22/0364	Erection of a single storey rear extension <b>12 LOWER STATION ROAD, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 3.5.2022
DC/22/0473	Part conversion of garage to form habitable living space <b>32 RHODES WAY, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 4.5.2022
DC/21/2866	Removal of existing electric fireplace and fireplace surround. Installation of a wood burning stove in fireplace with installation of a flue in existing chimney. Creation of hearth immediately in front of the fireplace (Listed Building Consent) <b>102 HIGH STREET, BILLINGSHURST</b>	No objection 24.3.2022	Permitted 6.5.2022
DC/22/0309	Conversion of existing building to form 1 no dwellinghouse with associated works (Part-Retrospective) <b>LEVERANCE FARM, MARLES LANE, BILLINGSHURST</b>	No objection 14.4.2022	Refused 6.5.2022
DC/22/0537	Extensions, alterations and conversion of existing side garage to form additional habitable space and creation of new hardstanding / parking area <b>23 HAWTHORN WAY, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 9.5.2022
DC/22/0477 & DC/22/0588	Erection of a two-storey side extension (Householder and Listed Building Consent) <b>COPPED HALL, OKEHURST LANE, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 12.5.2022



DC/22/0584	Erection of a two-storey side extension and single storey front extension with associated alterations <b>5 BIRCH DRIVE, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 13.5.2022
DC/22/0218	Woodland Management As per Tree Survey <b>ROSIER AND DAUX WOOD, MARRINGDEAN ROAD, BILLINGSHURST</b>	No objection 24.3.2022	Permitted 17.5.2022
DC/22/0608	Erection of a single storey link extension and fenestration changes <b>KINGSFOLD LODGE, MARRINGDEAN ROAD, BILLINGSHURST</b>	No objection 14.4.2022	Permitted 18.5.2022
DC/22/0541	Erection of a Platinum Jubilee Beacon in the middle of Adversane Green for the Queen's Jubilee <b>THE GREEN, ADVERSANE, BILLINGSHURST</b>	No comments 14.4.2022	Permitted 18.5.2022
DC/21/2561	Engineering works to create a new pond <b>MEADOW FARM, BLACKGATE LANE, PULBOROUGH</b>	No objection 13.1.2022	Permitted 20.5.2022
DC/21/2199	Outline application for the erection of 7 business starter units, all matters reserved <b>MCVEIGH PARKER &amp; CO LTD, STANE STREET, ADVERSANE</b>	Support 14.10.2021	Withdrawn 23.5.2022
DC/21/1156	Demolition of existing redundant farm buildings and erection of new rural business park with 12 mixed business starter units <b>HILLAND FARM, HILLAND ROAD, BILLINGSHURST</b>	Support 8.7.2021	Withdrawn 25.5.2022
DC/22/0666	Erection of a rear conservatory <b>130 FORGE WAY, BILLINGSHURST</b>	No comment 5.5.2022	Permitted 25.5.2022
DC/21/2206	Erection of a restaurant and takeaway with drive-thru facility (Sui Generis) together with customer car park, play area, and associated landscaping <b>BILLINGSHURST TRADE PARK, STANE STREET, BILLINGSHURST</b>	Strong objection 14.10.2021	Considered by HDC Planning South 24.5.2022 Refused 25.5.2022
DC/22/0669	Erection of a single storey side and rear extension <b>7 SADDLERS CLOSE, BILLINGSHURST</b>	No objection 5.5.2022	Permitted 27.5.2022
DC/21/1387	Removal of existing buildings and erection of 4No. dwellings together with car ports and associated landscaping <b>TISSERAND FARM, STANE STREET, BILLINGSHURST</b>	No objection 12.8.2021	Refused 27.5.2021
DC/22/0711	Erection of a garden room building for use incidental to existing dwellinghouse <b>WELLERS COTTAGE, MARRINGDEAN ROAD, BILLINGSHURST</b>	No objection 5.5.2022	Permitted 27.5.2022

**63/22 Appeals and Appeal Decisions.**

- i. **DC/21/1571** Land North of Tisserand Farm – the appeal was dismissed on 16 May 2022.

**64/22 Planning Compliance Update.**

- i. The update from HDC to 29 May includes 4 enforcement enquiries at the Trade Park. The Compliance Officer has confirmed that she is looking into whether or not planning permission is required for illuminated signage at Unit 7. She is also following up on the Phase 1 landscaping for the petrol station while Planning Officers are considering retaining walls and levels.
- ii. The update to 5 June includes an enforcement enquiry on a property in Norman Close which is being investigated as a possible house clearance business operating in a residential area.

**65/22 Any other matters for information only.**

- i. Alex Marshall and David McFarlane will attend the meeting on 7 July to give an update on progress at the Trade Park. If members have any specific questions which they would like Dunmoore to address, please let the Assistant Clerk have them in advance.

**66/22 Date of Next Meeting: Thursday 7 July 2022 at 7.00pm.**

The meeting closed at 8.25pm.

**Chairman**

**Date**