



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Thursday 6 April 2023 at 7.30pm**

Present

Cllrs Garry Commins, Dave Homer, James Marchant, Steve Thomas, Doug Waller (Chairman) and Sarah Wilson.

In attendance

Jo Booth, Assistant Clerk

44/23 Chairman's Announcements.

The Chairman advised that

1. The meeting was being streamed to the internet.
2. Councillors wishing to speak should raise their hand and speak loudly and clearly.

45/23 Apologies for Absence.

Apologies for absence were received from Cllrs Edna Benger and Caroline Beresford Pratt who both had prior commitments. On the proposal of Cllr Garry Commins, seconded by Cllr James Marchant, **RESOLVED** that the apologies and the reasons given be accepted.

46/23 Declarations of interest and notification of change to members' interests.

There were no declarations of interest or notifications of changes to members' interests.

47/23 Approval of the minutes of the Planning and Environment Committee meeting held on 2 March 2023, previously circulated. On the proposal of Cllr Dave Homer, seconded by Cllr Sarah Wilson, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

48/23 Matters Arising.

- i. Minute 38/23ii The Assistant Clerk reported the Four Seasons Fuel parking issues to Horsham District Council (HDC). The Enforcement Team will ask the owners to ensure that the splays are always kept clear. Cllr Doug Waller reported that the parking in the splays was continuing at the current time.

49/23 Public Session.

There were no members of the public present.

50/23 Planning Applications.

- i. **DC/23/0465** Surgery to 4x Silver Birch (Works to Trees in a Conservation Area). **ST MARYS CLOSE, BILLINGSHURST.** On the proposal of Cllr James Marchant, seconded by Cllr Dave Homer, **RESOLVED** that the Parish Council does not object to this application.
- ii. **DC/23/0350** Erection of a shed/workshop for storing garden maintenance equipment, garden furniture and domestic tools. **8 KINGSFOLD CLOSE, BILLINGSHURST.** On the proposal of Cllr Doug Waller, seconded by Cllr Sarah Wilson, **RESOLVED** that the Parish Council does not object to this application but asks if a condition could be applied to permission that the existing height of the hedgerow should be maintained to ensure that the shed/workshop is screened.
- iii. **DC/23/0420** Roof extension to provide first floor habitable accommodation and replacement garage roof. **4 BIRCH DRIVE, BILLINGSHURST.** On the proposal of Cllr Garry Commins, seconded by Cllr Dave Homer, **RESOLVED** that the Parish Council does not object to this application.
- iv. **DC/23/0580** Fell 1x Laurel Hedge (Works to Trees in a Conservation Area). **HAMMONDS, EAST STREET, BILLINGSHURST.** On the proposal of Cllr Garry Commins, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application.

51/23 Horsham District Council Planning Decisions.

| PLAN NO | DESCRIPTION | PARISH COUNCIL RESPONSE | HDC DECISION |
|-------------------|--|-------------------------------|---|
| DC/23/0015 | Erection of a two storey side extension 19 BIRCH DRIVE, BILLINGSHURST | No objection 2.2.2023 | Permitted 9.3.2023 |
| DC/21/2178 | Outline application for the development of the site to provide approximately 83 dwellings, landscaping, access, parking and associated infrastructure on land at Duckmoor, East Billingshurst, with all matters reserved except for access LAND AT DUCKMOOR, EAST OF BILLINGSHURST | Strong objection 4.11.2021 | Withdrawn 13.3.2023 as appeal allowed on DC/20/2607 |
| DC/22/2264 | Removal of door to right side of front elevation, brick up opening and finish to match existing 31 HIGH STREET, BILLINGSHURST | No objection 2.2.2023 | Permitted 14.3.2023 |
| DC/23/0203 | Fell 1x Leylandii (Works to Trees in a Conservation Area) 106 HIGH STREET, BILLINGSHURST | No objection 2.3.2023 | Permitted 15.3.2023 |
| DC/23/0043 | Demolition of conservatory and erection of a single storey side/rear extension 46 BROOMFIELD DRIVE, BILLINGSHURST | No objection 15.2.2023 | Permitted 17.3.2023 |
| | | PARISH | |

| PLAN NO | DESCRIPTION | COUNCIL RESPONSE | HDC DECISION |
|------------|--|--------------------------|------------------------|
| DC/22/1091 | Reserved matters application for Plots 23 & 24 within phase 2 (following approval of DC/21/1107), relating to access, appearance, landscaping, layout and scale BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 4.8.2023 | Permitted 17.3.2023 |
| DC/22/1056 | Outline planning permission for up to 14,075sqm of B1c, B2, B8 use floorspace, petrol filling station with ancillary retail offer and drive through coffee unit. Approval of all remaining reserved matters in relation to plots 23 and 24 within phase 2 with regards to access, appearance, landscape layout and scale BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 7.7.2022 | Permitted 17.3.2023 |
| DC/22/1053 | Outline planning permission for up to 14,075sqm of B1c, B2, B8 use floorspace, petrol filling station with ancillary retail offer and drive through coffee unit. Approval of all remaining reserved matters in relation to plots 19 and 20 within phase 2 with regards to access, appearance, landscape layout and scale. BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 7.7.2022 | Permitted 17.3.2023 |
| DC/22/1089 | Reserved matters application for plots 19 and 20 within phase 2 (following approval of DC/21/1107), relating to access, appearance, landscaping, layout and scale. BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 4.8.2022 | Permitted 17.3.2023 |
| DC/22/1055 | Reserved matters application for plots 21 and 22 within phase 2 (following approval of DC/21/1107), relating to access, appearance, landscaping, layout and scale. BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 4.8.2022 | Permitted 17.3.2023 |
| DC/22/1090 | Reserved matters application for plots 21 & 22 within phase 2 (following approval of DC/21/1107), relating to access, appearance, landscaping, layout and scale. BILLINGSHURST BUSINESS PARK, STANE STREET, BILLINGSHURST | No objection 4.8.2022 | Permitted 17.3.2023 |
| DC/23/0209 | Surgery to 1x Monterey Cypress, 3x Silver Birch, 1x Weeping Willow, 1x Goat Willow, and Fell 9x Ash (Works to Trees in a Conservation Area) GRIGGS COTTAGE, STANE STREET, ADVERSANE, BILLINGSHURST | No objection 2.3.2023 | Permitted 20.3.2023 |
| DC/23/0086 | Surgery to 2x Chestnut 15 STATION VIEW, BILLINGSHURST | No objection 2.2.2023 | Permitted 20.3.2023 |

| PLAN NO | DESCRIPTION | PARISH COUNCIL RESPONSE | HDC DECISION |
|------------|---|---------------------------|------------------------|
| DC/23/0066 | Erection of a two-storey rear extension. Conversion of garage to form habitable space, with creation of pitches roof over, enclosing of front post and associated external alterations 58 SILVER LANE, BILLINGSHURST | No objection 15.2.2023 | Permitted 21.3.2023 |
| DC/23/0029 | Erection of single storey detached workshop/garage building MAPLE COTTAGE, CONEYHURST ROAD, CONEYHURST, BILLINGSHURST | No objection 15.2.2023 | Permitted 22.3.2023 |
| DC/22/2312 | Replacement of 3no rooflights and 2no French doors 2 MANOR CLOSE, HIGH STREET, BILLINGSHURST | No objection 15.2.2023 | Permitted 22.3.2023 |

52/23 Appeals and Appeal Decisions.

None.

53/23 Planning Compliance Update.

- i. **EN/23/0104 Four Seasons Fuel.** Alleged breach of condition 4 of DC/21/0293 (provision of visibility splays) – parking of staff cars within visibility splay area.
- ii. **EN/23/0133 Land Parcel at 507911 125837, Newbridge Road, Billingshurst.** Alleged breach of working hours condition.
- iii. **EN/23/0152 15 Henshaw Way, Billingshurst.** Alleged running a car valeting business from residential property without planning permission.

54/23 Any other matters for information only.

- i. Cllr Steve Thomas had raised his concerns about aspects of the way in which Committee members dealt with planning applications, in particular the wording attached to objections/comments on tree applications and the use of “overdevelopment” as a material objection. The Chairman invited Cllr Steve Thomas to share his concerns with members and he explained that, as a relative newcomer to the Committee, he felt that there were times when it was not clear that the Committee members had exercised due diligence when considering planning applications. Following discussion, the Chairman said that if any members felt that aspects of an application had not been fully debated before a decision was taken, then they must speak up at the time.
- ii. The CPRE magazine, Countryside Voices, has arrived and is available in the Parish Office.
- iii. An application for housing development on land at Maple Road has been lodged with HDC. This plot of land was identified in the Neighbourhood Plan as Public Open Space and has also been registered as an Asset of Community Value. The application (DC/22/1848) will be on the agenda for the next meeting.

55/23 **Date of Next Meeting:** Tuesday 25 April 2023 at 7.30pm. The meeting scheduled for Thursday 4 May 2023 has been postponed. A new date will be determined.

The meeting closed at 8.12pm.

Chairman

Date