



**Minutes of a Meeting of Billingshurst Parish Council  
Wednesday 3 July 2024  
7pm at the Billingshurst Centre.**

**Present**

Cllrs Ken Peters (Chairman), Faye Algar, Edna Benger, Paul Berry, Phillip Day, Sandy Duck, Craig Gale, Jeremy Harris (from Min 68/24), David Hingamp (from Min 68/24), James Marchant, Trevor Leonard, Anna Rhodes (from Min 68/24), Kate Rowbottom and Doug Waller.

**In attendance**

G Burt, Clerk to the Council  
Jo Booth, Assistant Clerk (until Min 70/24)  
Chris Swarbrick (ELG Planning), Chris Smith (M&S), Nigel Desmond and Bill Flatau (Bride Hall Developments).  
County Cllr Mrs A Jupp  
District Cllr J Trollope  
Approximately 17 Members of the Public.

**64/24 Chairman's Announcements.**

The Chairman advised that

1. The meeting was being streamed to the internet.
2. Cllrs wishing to speak should raise their hand and speak loudly and clearly.
3. Mobile 'phones should either be switched off or silenced.

**65/24 Apologies for Absence**

An apology for absence was received from Cllr Steve Thomas for an approved reason. On the proposal of Cllr Ken Peters, seconded by Cllr Doug Waller, **RESOLVED** that the apology and reason given be accepted.

**66/24 To Receive Declarations of Interest and consider any requests for a dispensation.**

None.

**67/24 To receive a presentation from ELG Planning on behalf of Bride Hall Developments Limited on proposals for a commercial development in Stane Street, west of the roundabout serving Billingshurst Business and Trade Park.**

The Chairman welcomed Chris Swarbrick (ELG Planning), Chris Smith (M&S), Nigel Desmond and Bill Flatau (Bride Hall Developments) who gave a presentation on a proposal to construct an M&S store in Stane Street, west of the roundabout serving Billingshurst Business and Trade Park. They then took questions from Cllrs. They said that it would be of a similar size to the nearby Lidl; the plan for a drive-thru at the front of the site was

unlikely to happen as M&S would include a clause as part of the agreement with the landowner to keep the land open so the store was highly visible; they had looked at the trade park opposite but Lidl had outbid them plus there was a 1 food store restriction on the site; M&S had had very early discussions with Horsham District Council (HDC); there was still much work to do on the plan including addressing concerns about ease and safety of pedestrians to the site and capacity etc. of the existing roundabout; there were no units on the High Street that could accommodate their minimum size requirement; it would complement and not compete with existing food retailers; they spoke of their store reinvention program which including closing the Crawley town centre store and looking for a new location for the Cranleigh store. Platts Island did not offer M&S the visible from road presence they required.

From the public gallery, David Hingamp thought that the prospective aesthetics of the entrance to the village from the north would be poor. Deepak Mahal was concerned that the car park would be insufficient for their hoped-for visitors; the village had already successfully fought off McDonalds from opening opposite; plus he thought that this development would improve the chances of other developments successfully building west of the A29 and bypass which he was against.

#### **68/24 To consider any applications for cooption (3 vacancies).**

Four applications had been received for three vacancies on the Council. Jeremy Harris, David Hingamp, Anna Rhodes and John Trollope were all invited to address the Council and answer questions.

Following advice from West Sussex Association of Local Councils (WSALC), the Chairman proposed that the vote be by signed ballot, which was seconded by Cllr Doug Waller and **RESOLVED** accordingly.

Ballot slips were then distributed by the Clerk. Cllrs were asked to sign/initial no more than 3 names. These were then collected by the Clerk. Officers then totalled the votes cast and passed them to the Chairman who announced that Jeremy Harris, David Hingamp and Anna Rhodes had been duly elected.

Each then signed their Statutory Declaration of Office and joined other Councillors at the meeting table.

#### *Adjournment for*

#### **69/24 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).**

Several members of the public spoke but under other minutes headings.

#### *Resume Meeting*

#### **70/24 To consider the response to planning application DC/24/0887. Outline Application for redevelopment of the site to provide up to 117 private and affordable**

**dwelling and parking together with access from New Road, landscaping and open space, an ecological and woodland park together with associated works, with all matters reserved except access. HILLAND HOUSE, NEW ROAD, BILLINGSHURST.**

The chairman invited members of the public to speak. Neil Payne had (via the Assistant Clerk) circulated a photograph showing the hedgerow on New Road. He said that the hedgerow would be removed as part of the plan to create footpaths and that it is an important feature of New Road as it frames it as a county lane, screens the view of the Trade and Business Park and has great ecological value. He felt that the applicant's mitigation measures would take a very long time to achieve. Pippa Odell asked what the strategic difference was between this application and DC/24/0749. A representative of the applicant explained that a specific request for that number of dwellings had been received from a prospective developer. On the proposal of Cllr Doug Waller, seconded by Cllr Craig Gale, **RESOLVED** that the Parish Council maintains an **OBJECTION** to this application for the reasons previously given, i.e.:-

- **Water Neutrality.** Based on the evidence used in the application documents, Parish Councillors are not convinced that water consumption has been accurately assessed. Other objectors are more knowledgeable on this matter and so the Parish Council urges the Planning Officer to examine those representations in detail;
- **Highway Issues.** New Road is practically a single lane road and cannot, therefore, cope with the volume of traffic which this proposal represents. The roundabout at the Trade Park is already congested at times making it very difficult for vehicles to exit New Road onto Stane Street. There is some question over the application of the TRICS data when it comes to trip rates which appear to be low;
- **Environmental Concerns.** The proposed 1.5m wide footpath from the site to the footway on Stane Street requires the loss of a significant length of hedgerow. This hedge is very well established and acts as an essential screen to the Trade Park. The recommendations of the Road Safety Audit include lighting the proposed footway for its entire length. This will lead to light pollution in this countryside location and will be detrimental to wildlife;
- **Location.** The proposed site is situated outside the BUAB and is not an extension to existing residential area. This will, in effect, create an isolated new neighbourhood at some remove from the facilities and amenities available within Billingshurst and will, inevitably, lead to an increased reliance on private motor vehicles.

#### **71/24 Reports from:**

- a. County Councillor Mrs Amada Jupp had circulated a report in advance to all Cllrs. She added that residents needed to continue to report potholes. In addition, she would be grateful if the Parish Council would support her bid to get West Sussex County Council (WSCC) to cut verges along parts of the new spine road in accordance with the urban cutting regime, as opposed to the less frequent rural cutting regime, to assist with highway visibility.

- b. District Councillor John Trollope said he had received many complaints about the state of the grass verges. He was sure WSCC and HDC could resolve these matters by working together. He congratulated the new parish councillors. He gave an update on the Billingshurst Investment Fund, now to be known as the Better Billingshurst Community Fund. He said District Cllr Sam Bateman was involved in a stakeholder survey on what youth (13-18) wished to see in the village. He thought that HDC might be able to offer some funds towards the St Mary's Reinvention Project. The Clerk said Parish Cllrs had agreed to ask District Cllrs why no money could be found at HDC to meet the cost of the very popular boxing sessions in the village? (Clerk to furnish details.) Cllr Paul Berry hoped that the Parish Council would get a say on what the final priorities to be funded by the new fund would be, and that it wouldn't just be funding projects favored by some individuals. Cllr Trollope said he believed that the Local Plan inquiry would take place in the autumn.
- c. Council Representatives on Outside Bodies.  
Cllr Sandy Duck reported on the activities and future work dates, of the new volunteer group helping maintain Station Road Community Gardens.

#### **72/24 Approval of the Minutes of the Meeting held on 1 May 2024.**

The draft minutes of the meeting held on 1 May 2024, previously circulated, were taken as read. On the proposal of Cllr Doug Waller, seconded by Cllr Trevor Leonard, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

#### **73/24 Approval of the Minutes of the Extraordinary Meeting held on 18 June 2024.**

The draft minutes of the meeting held on 18 June 2024, previously circulated, were taken as read. On the proposal of Cllr Doug Waller, seconded by Cllr Trevor Leonard, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

#### **74/24 To receive Minutes as approved by the following Committees:**

- a) On the proposal of Cllr Doug Waller seconded by Cllr Ken Peters, **RESOLVED** that the minutes of the Planning & Environment Committee of 9 April and 7 May 2024 be received.
- b) On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale, **RESOLVED** that the minutes of the F&GP Committee of 7 March and 29 May 2024 be received.
- c) On the proposal of Cllr Craig Gale, seconded by Cllr Phillip Day, that the minutes of the Property Committee of 10 April 2024 be received.

#### **75/24 To consider revised plans for traffic calming in central area and submit to WSCC accordingly.**

A modest package of traffic calming measures had been honed following several meetings with highways consultants. It was hoped that a more modest scheme would find favour

with WSCC. On the proposal of Cllr Paul Berry, seconded by Cllr Doug Waller, **RESOLVED** that the scheme be submitted to WSCC accordingly.

**76/24 Neighbourhood Wardens - to receive Wardens' Reports for April and May – previously circulated / on website.**

NOTED.

**77/24 To review appointments to Committees, Working Parties and representatives on outside organisations.**

On the proposal of Cllr Ken Peters, seconded by Cllr Edna Bengel, **RESOLVED** the appointments as set out in Appendix A accordingly.

**78/24 Date of Next Meeting – 4 September 2024.**

*Meeting finished at 8.48pm*

<b>BILLINGSHURST PARISH COUNCIL</b>	
<b>COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES</b>	
<b>2024-25</b>	
(The Council has set the max. membership for Committees to 10 members.)	
<b>COMMITTEES</b>	
Planning & Environment	<b>JM, DW</b> , FA, KR, ST, DH
Property	PB, SD, <b>PD</b> , ST, EB, <b>CG</b>
Finance & General Purposes	PB, <b>PD</b> , EB, <b>CG</b> , ST
Working Practices	<b>DW, ST</b> , CG, KR
Billingshurst Centre	PB, SD, <b>PD</b> , EB, <b>CG</b>
Complaints (5 members Max)	PB, SD, TL, CG
Complaints Chairman	<b>SD</b>
<b>WORKING PARTIES</b>	
Neighbourhood Plan	In abeyance
Internal Audit	PD
Traffic Calming	PB, JM, TL, ST
Centre Heating	PD, CG, FA

*Bold indicates Chairman/Vice Chairman*

<b>REPRESENTATIVES ON OUTSIDE BODIES</b>	
Allotments Society	EB
Billigreen & Climate Change liaison	PD, JM, TL
B'hurst Flood Action Group	EB
B'hurst Sports & Recn. Assn. (BSRA) x2	CG
CPRE	SD
Friends of Station Road Gardens x1	SD
HALC (H'ham Assn Local Councils)	PD, SD
HDC Liasion	TL (Plus Chair or V Chair)
N'hood Warden Steering Group x2	PB, SD, PD
Parish and Neighbourhood Climate Action Network	PD
Rural Market Towns Group (RMTG)	SD
Supplementary Planning Document (SPD) W/Group + S106 meetings	CG, SD
Sussex Police & Crime Commissioner - Focus Groups x1	TL (Reserve: ST) + Clerk
Trustee of Adversane Hall x1	SD
Trustee of Dauxwood Pre-School x1	SD
West Sussex Association Local Councils (WSALC) AGM x2	PD, SD
Youth Council	In abeyance
Youth liasion - all matters	CG

Updated 04/07/2024