



**Minutes of the Meeting of the Planning and Environment Committee  
held at the Billingshurst Centre  
on Tuesday 9 April 2024 at 7.00pm**

**Present**

Cllrs James Marchant, Kate Rowbottom, Doug Waller (Chairman) and Sarah Wilson.

**In attendance**

Jo Booth, Assistant Clerk  
2 members of the public

**42/24 Chairman's Announcements.**

The Chairman advised

- i. The meeting is being streamed to the internet.
- ii. Cllrs wishing to speak should raise their hand and, when invited to do so, speak loudly and clearly.
- iii. Mobile 'phones should either be switched off or silenced.

**43/24 Apologies for Absence.**

An apology was received from Cllr Faye Algar (unwell). On the proposal of Cllr Doug Waller, seconded by Cllr Kate Rowbottom, **RESOLVED** that the apology and the reason given be accepted.

**44/24 Declarations of interest and notification of change to members' interests.**

Cllr Sarah Wilson declared a personal interest in item DC/23/2232 as the applicant is a near neighbour.

**45/24 Approval of the minutes of the Planning and Environment Committee meeting held on 5 March 2024, previously circulated.**

On the proposal of Cllr James Marchant, seconded by Cllr Sarah Wilson, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

**46/24 Approval of the minutes of the Planning and Environment Committee meeting held on 26 March 2024, previously circulated.**

On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that minute 39/24 be amended to show that the watercourse referred to as the Arun should read the Adur. The minutes were then accepted and signed as a correct record accordingly.

**47/24 Clerk's Report.**

- i. Alex Marshall of Dunmoore Group and David McFarlane of SP Broadway will attend the meeting on 7 May.

- ii. A third party's insurance company has contacted the Council, seeking removal of a TPO oak tree on land at Willow Drive. This matter has been referred to the Parish Council's insurers.
- iii. CPRE magazine "Countryside Voices" has arrived and is in the office if any Councillors would like to read it.

**48/24 Public Session.**

The members of the public present did not wish to speak.

**49/24 Planning Applications.**

- i. **DC/23/2232** Change of use of amenity land to residential garden and the erection of new boundary fence (Retrospective). **43 CARPENTERS, BILLINGSHURST.** Having declared an interest in this application, Cllr Sarah Wilson abstained from the vote. On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council does not object to this application.
- ii. **DC/24/00345** Demolition and replacement of existing barn and erection of a single storey two bedroom dwelling utilising the existing shared access. **GESS GATES FARM, STANE STREET, ADVERSANE.** Councillors noted that the water neutrality statement was that which had been submitted in support of the prior notification application for the conversion of the barn. On the proposal of Cllr Doug Waller, seconded by Cllr James Marchant, **RESOLVED** that the Parish Council submits a holding objection to the application until an updated water neutrality statement is received and the additional information requested by Environmental Health and Licensing has been supplied.

**50/24 Horsham District Council Planning Decisions.**

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/24/0032	Erection of a single storey side and rear extension <b>1 MARRINGDEAN ROAD, BILLINGSHURST</b>	No objection 6.2.2024	Permitted 6.3.2024
DC/23/1243	Installation of 12no. PV solar panels to the roof <b>28 NORMAN CLOSE, BILLINGSHURST</b>	No objection 5.10.2023	Permitted 7.3.2024
DC/23/1742	Amendment to DC/22/2249 (Demolition of existing rear extension and erection of a part two-storey, part single storey rear and side extension (Listed Building Consent) Rearrangement to internal spaces and alterations to fenestrations (Lusted Building Consent) <b>THE OLD COTTAGE, ANDREWS HILL, BILLINGSHURST</b>	No objection 5.10.2023 9.1.2024 5.3.2024	Permitted 11.3.2024

PLAN NO	DESCRIPTION	PARISH COUNCIL RESPONSE	HDC DECISION
DC/24/0147	Erection of a front and rear two-storey extension with garage conversion and internal reconfiguration <b>22 BROOMFIELD DRIVE, BILLINGSHURST</b>	No objection 5.3.2024	Permitted 20.3.2024
DC/24/0161	Erection of 3 bay garage to front of property <b>THE COMPTONS, PARBROOK, BILLINGSHURST</b>	Objection 5.3.2024	Permitted 25.3.2024
DC/24/0182	Erection of a single storey side and rear extension <b>66 SILVER LANE, BILLINGSHURST</b>	No objection 5.3.2024	Permitted 28.3.2024

**51/24 Appeals and Appeal Decisions.**

None.

**52/24 Planning Compliance Update.**

- i. **EN/24/0126 Platts Island.** Alleged new totem sign for Starbucks drive through appears higher than that permitted under DC/23/1412.

**53/24 Date of Next Meeting: Tuesday 7 May 2024** at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7.25pm.

Chairman

Date