



**Minutes of the Meeting of Billingshurst Parish Council
Wednesday 2 July 2025
7pm at the Billingshurst Centre.**

Present

Cllrs Paul Berry (Chairman), Faye Algar, Phillip Day, Sandy Duck, Craig Gale, David Hingamp, Craig Jones, James Marchant (Until Min 54/25), Anna Rhodes and Doug Waller.

In attendance

G C Burt, Clerk to the Council
Dis Cllr S Bateman
Dis Cllr J Trollope
2 Members of the Public

47/25 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.
Adding:
4. Thanks to everyone involved in the VE Day events on 8th May, this includes the Billingshurst branch of the Royal British Legion, St Mary's Church, and the Clerk and his team for organising the afternoon tea at the Centre and the beacon lighting.
5. On 12th June I attended a chairs training course run by the Sussex Association of Local Councils, which was as always very interesting and informative.
6. Cllr Gale and I recently met with the leader of Horsham District Council, Cllr Martin Boffey to gain a better understanding of our respective organisations and to see if we can work more closely together for the greater good of Billingshurst in the coming years, years which are likely to see a lot of changes in local government. I also met yesterday with the chair and vice chair of Billingshurst Community Partnership, in the same vein. I felt that both meetings were very productive.
7. I am sure that I speak on behalf of us all when I thank and congratulate everyone with organising the Billingshurst Show, for another excellent event on Sunday.
8. I would like to pass on the Council's thanks to Sarah Newell who after having worked at the Billingshurst Centre for 21 years, has decided to move on to pastures new. We thank her for her dedicated service and everything she has done to improve the Centre and wish her well in her future endeavours.
9. Just a reminder that the Better Billingshurst consultation is currently live and is due to close on 21st July. For those who don't know, the Better Billingshurst fund is around a £2.5 million investment program designed to assist with the delivery

of improvements to infrastructure and community facilities in Billingshurst. I would urge as many residents as possible to complete the consultation, which can be found by a quick online search for *Better Billingshurst* and is also linked from the Council's website and social media.

48/25 Apologies

Apologies for absence were received from Cllrs Edna Benger, Trevor Leonard, Kate Rowbottom and Steve Thomas for approved reasons. On the proposal of Cllr Paul Berry seconded by Cllr Craig Gale **RESOLVED** that the apologies and reasons given be accepted.

No apologies: Jeremy Harris

Adjournment for

49/25 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

Robin and Jane Chittenden spoke in support of retaining two Oak trees owned by the Council in Willow Drive; they felt that the original planning application to fell had been poorly advertised. They asked that residents be kept informed; the Chairman said that the Council would endeavour to as far as it was able.

50/25 Reports from:

a. County Councillor

Cty Cllr Mrs Amanda Jupp had tendered her apologies but submitted a report in advance, copied to all Cllrs, attached Appendix A.

b. District Councillors

Dis Cllr Sam Bateman had submitted a report in advance, copied to all Cllrs, attached Appendix B.

Dis Cllr John Trollope had submitted a report in advance, copied to all Cllrs, attached Appendix C.

Cllr Doug Waller reported that the Planning & Environment Committee would be having an extraordinary meeting next Tuesday 8 July specifically to discuss proposals by HMG to raise the bar above which planning applications could be referred to committee for determination.

c. Council Representatives on Outside Bodies

Cllr Craig Gale reported on BSRA activities: they had been gifted some new picnic benches from a local public house; they were struggling with their internet.

Cllr Sandy Duck reported on continued work by periodic and regular groups of volunteers at Station Road Community Gardens. They were getting ready for the visit by the S&SE in Bloom judges next week. Sadly some improvements made to impress the judges had been vandalised

Resume Meeting

51/25 Approval of the Minutes of the Meeting held on 7 May 2025.

The draft minutes of the meeting held on 7 May 2025, previously circulated, were taken as read. On the proposal of Cllr Paul Berry, seconded by Cllr Craig Gale **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

52/25 Clerk's Report

The Clerk reported that approximately 50% of permissions were now in place for the installation of the new public realm CCTV system; the contractor was keen to start the installation nonetheless on camera where permissions were in place.

53/25 Local Government Reorganisation – to receive any updates.

Updates on this were given in reports by the two district councillors. The Clerk reported on meetings he had attended about this.

Cllr James Marchant left the meeting.

54/25 Better Billingshurst Fund – to receive any updates.

Updates on this were adequately covered in reports by the two district councillors. The Clerk reported that the Parish Council representatives had collectively agreed with the Draft *Memorandum of Understanding* with between the two councils on this issue. As this was more about procedures and protocols, rather than projects or funding, the Council Chairman and Clerk had agreed that this didn't need to go before any committee. The Chairman commented that the online consultation was very good and only took 15 minutes.

55/25 To receive Minutes as approved by the following Committees:

- a) On the proposal of Cllr Doug Waller seconded by Cllr Anna Rhodes **RESOLVED** that the minutes of the Planning & Environment Committee of 6 May and 3 June 2025 be received.
[As Cllr Jame Marchant had stood down from this Committee, September Council would look at appointments to committees etc.]
- b) On the proposal of Cllr Phillip Day, seconded by Cllr Craig Gale, **RESOLVED** that the minutes of the F&GP Committee of 30 April & 28 May 2025 be received.
- c) On the proposal of Cllr Craig Gale, seconded by Cllr Doug Waller **RESOLVED** that the minutes of the Property Committee of 19 March 2025 be received.

56/25 Neighbourhood Wardens - to receive Wardens' Reports for April and May - previously circulated. NOTED

57/25 Date of Next Meeting – 3 September 2025.

Meeting finished at 7.43pm

APPENDIX A

County Cllr Report from Cllr Mrs Amanda Jupp

Help and support for unpaid Carers

If you are an unpaid carer for someone, whether it is a family member, friend or neighbour, it is important to know that support is available to help you manage your responsibilities as well as look after your own health and wellbeing.

Carers Support West Sussex provides carers with guidance, practical help, and emotional support with a range of services, from benefit advice to accessing carer funds, support groups, [carer hubs](#) and a carer helpline.

Carers Health Team: This service, provided by Sussex Community NHS Foundation Trust, is designed to promote the health and wellbeing of carers over the age of 18, registered with a West Sussex GP. The team of health professionals offers free support to carers whose own health is suffering because of their caring role.

Young Carers Family Service – West Sussex County Council supports young carers under 18 through assessments that can provide advice, direct support, respite, and family assistance. They also offer mental health support for young carers affected by their caring duties. Caring for others can be challenging, but you do not have to do it alone. These services are here to help you access the support you need.

The plans for Devolution and Local Government Reform as outlined in the Government's White Paper, which was published in December 2024, continue, and you may be interested in the following timelines:

Summer 2025 – outcome of Government consultation on Sussex Devolution

August 2025 – development of final West Sussex LGR proposals

September 2025 – West Sussex councils formally adopt their preferred proposal for LGR and submit these to Government

December 2025 to March 2026 – Government decides on which LGR proposal to implement

May 2026 – Mayoral Elections (and current date for County Council elections)

West Sussex Children and Young People's Plan

The County Council would like to hear residents' thoughts and ideas to help develop a plan that will help give children and young people in West Sussex the best start in life. The Children and Young People's Plan explains how the Council will work with its partners to give each child and young person the support they need to achieve their potential. The current plan went live in early 2022 and runs until the end of this year and will be updated for 2026 to 2029. The Council want to consult with children and young people, families and professionals to ensure that their voices are heard and represented in the refreshed plan. Please email CYP@westsussex.gov.uk for further details.

Operation Watershed

£0.414m is allocated for Operation Watershed in 2025/26, including carry forward from previous years (£0.400m) and a further £1.800m in the capital programme pipeline 2026/27 to 2029/30 for Future Years Operation Watershed.

Pharmaceutical Needs Assessment

We would like your [views on the draft Pharmaceutical Needs Assessment \(PNA\)](#), compiled following a survey which ran earlier this year. A PNA is a comprehensive assessment of the current and future pharmaceutical needs of the local population and takes place every three years. Closing date: 25 July www.westsussex.gov.uk

APPENDIX B

District Cllr Report from Cllr Mrs Sam Bateman

Local Support and Casework

Over the past few weeks, I've been actively assisting residents with a variety of local concerns. These have included:

- Supporting several planning applications to ensure they align with community needs and planning policy.
- Helping resolve issues related to grass cutting and maintenance.
- Working with relevant services to ensure animal welfare and public reassurance – stray cats!
- Responding to requests for improved bus stop seating: helping to make public transport more accessible and comfortable for our less mobile residents.

Policy and Planning Contributions

I'm pleased to report that the Fair Space Task and Finish Group, a working group I chaired, has successfully completed its work and made its recommendations. The recommendations were accepted by Cabinet in full and included a policy change to incorporate ensure teenagers feature more specifically when considering play and recreational spaces and allowing for new play space provision into the local development plan—an important step in ensuring teenagers in our district have access to quality recreational areas that are designed by and for them. Whilst I was not able to argue for Billingshurst to specifically benefit from a new space, the door is open to enable this. Further details and a full profile on the activity will be delivered in the HDC magazine, Our District.

Strategic Engagement and Economic Support

At a broader level, I arranged and supported a visit to Billingshurst by Cabinet Members responsible for the local economy. During their visit, we met with many local retailers to hear directly from them about how their businesses are faring and what support they need from the District Council. These conversations are vital in shaping responsive and effective economic policy and ensuring our retailers know they have our ear and our support.

Community Engagement

I was delighted to attend the recent village fair, which was a fantastic showcase of community spirit. While there, I had the opportunity to speak with residents about the proposed tilt-and-turn and pan camera application—an initiative aimed at enhancing local safety and monitoring. Over 200 local residents signed a petition against the application and a further 100 signatures were achieved online.

As always, I remain committed to representing Billingshurst's interests at the district level and welcome any feedback or questions from the Parish Council or residents.

APPENDIX C

District Cllr Report from Cllr John Trollope

- What a fantastic Billingshurst fair! A shame that they had to cancel the dog show but it was for all the right reasons. Greg Burt did a great job as a compère and how lovely it was to have such a long queue to get in.
- There is a lot of disquiet about the felling of two absolutely magnificent oak trees on Willow Drive. The Clerk is doing what he can to negotiate a more positive outcome with the insurers. It's a very complex case and everyone wants the homeowner's extension to be put right, but not at the expense of these trees.
- The public consultation for the Better Billingshurst Fund is underway and we encourage everyone to complete the survey which takes about 15 minutes.
- I attended the Hilland House appeal to defend the councillors' vote to refuse this application based on what we saw as substantial deficiencies in access including active travel. The inspector had a very good poker face so unsure of outcome.
- Cllr Bateman ran a petition with over 200 signatures to stop the introduction of 24/7 cameras in Jenger's Mead due to the impact it would have on residents and local businesses. Cllr Algar, local resident Ms Spice and Cllr Bateman gave impassioned and persuasive speeches and the application was refused on privacy grounds.
- The local government reorganisation proposals are due to be submitted in Sept with consultation happening in July. WSCC are hoping to get a single West Sussex unitary whereas everyone else looking at a 2 unitary solution. Whatever happens, it appears likely that Billingshurst will have two elected representatives.
- The local plan is still under review; we are hoping to have further updates in the next few weeks and certainly before the next PC meeting.