



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Tuesday 3rd June 2025 at 7.00 p.m.**

Present

Councillors Doug Waller (Chairman), Fay Algar, Jeremy Harris, David Hingamp, James Marchant and Kate Rowbottom.

In attendance

Richard Plant, Assistant Clerk
12 Members of the Public

72/25 Chairman's Announcements

The Chairman reminded members that -

- i. The meeting was being streamed to the internet.
- ii. Councillors 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.

73/25 Apologies for Absence

Cllr Anna Rhodes sent her apologies for approved reasons. On the proposal of Cllr Doug Waller and seconded by Cllr James Marchant it was **RESOLVED** that the apologies and the reason given be accepted.

74/25 Declarations of interest and notification of change to members' interests

None.

75/25 Approval of the minutes of the Planning and Environment Committee meeting held on 6th May 2025, previously circulated

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

76/25 Clerk's Report

The Asst Clerk advised the committee of a recent increase in enquiries to the Parish Council on planning matters. Correspondence was received from Horsham District Council in regard to road naming on two sites. The first was at the new petrol station on Platts Roundabout requesting the committee's input. The second was regarding the new Wooddale development. The developer had made suggestions however that were not on the approved list. On the proposal of Cllr Doug Waller and seconded by Cllr Fay Algar, it was agreed that the clerk responded to HDC to insist on names from the list. The assistant clerk reminded councillors that any future naming suggestions could be sent through for inclusion in future agendas.

Several enquiries had been received from members of the public regarding 'Smoke World' at 33 High Street. These comments have been sent onto HDC Planning, WSCC Highways and WSCC Trading Standards as relevant. All councillors have been updated.

Comments have been received regarding DISC/25/0157, the lifting of conditions for application DC/20/2607 [83 residential units, landscaping, access, parking and associated infrastructure] at Wooddale/Duckmore. The assistant clerk advised that the council does not normally get consulted on discharge of conditions however this is related to the enactment of the Construction Environmental Management Plan and residents of Dadswell Drive were concerned that their cul-de-sac would be overused for access to the site. This committee had responded to the original application DC/20/2607 with a strong objection, included in which was cited the access issues. On the proposal of Cllr Doug Waller and seconded by Cllr David Hingamp it was agreed that the clerk would submit an objection to the application based upon the impact on residents.

The Asst Clerk advised that enquiries had been received regarding land opposite Billingshurst Trade and Business Park however reassured those present that this was in relation to preparing for overhead cable works, and not any other planning application.

77/25 Public Session

There were twelve members of the public present. Andrew Sutherland spoke on their behalf in opposition of application DC/25/0700 with concerns regarding the nature of the application, the lack of drainage or sewage connection, access and highways issues, pedestrian safety for Ramblers, and the future of the Limeburners public house.

78/25 Planning Applications

Due to the members of the public present all having interest in one application, the meeting agreed to bring this application forward to be discussed first.

DC/25/0700	Removal of Condition 3 of previously approved application BL/74/97 (Use of land as a caravan and campsite for use all year) to allow all year use of each pitch for residential purposes Limeburners Caravan Site Lordings Road Newbridge West Sussex RH14 9JA *The Committee felt that the application was not in keeping with the rural area, outside of the BUAB. The site was subject to flooding. The campsite had no sewerage meaning that there was a lack of sanitation, and no drainage plan to assist the increase of use from occasional to year-round.	RESOLVED: Object* Proposed by Cllr D Waller Seconded by Cllr J Marchant
-------------------	---	--

The twelve members of the public left the meeting

CA/25/0047	Surgery to 3x Oak (Works to Trees in a Conservation Area) Land Adjacent to Little East Street Billingshurst West Sussex	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr J Harris
-------------------	---	--

DC/25/0486	<p>Outline application for the demolition of existing buildings and erection of 9No self-build / custom build dwellings with all matters reserved Oakhurst Centre West Chiltington Lane Coneyhurst West Sussex RH14 9DN</p> <p>*The Committee highlighted that there was no access to this site from the highway other than over a third party's land which had not given any consent. This meant that there was no option to widen the narrow access to give sufficient access for so many dwellings.</p> <p>There had been no survey carried out on the pond or the wildlife in the area. The site is in a red zone for the crested newt.</p> <p>The Council's objections to DC/22/0298 (still pending decision) also apply to this application.</p>	<p>RESOLVED: Object* Proposed by Cllr D Waller Seconded by Cllr J Harris</p>
DC/25/0662	<p>Erection of a single storey front, first floor side, and single storey rear extension 3 Freemans Close Billingshurst West Sussex RH14 9UQ</p>	<p>RESOLVED: Neutral Proposed by Cllr J Harris Seconded by Cllr D Hingamp</p>
DC/25/0689	<p>Conversion of loft into habitable living space, the installation of a rear dormer and 1no. front rooflight 8 Lakers Meadow Billingshurst West Sussex RH14 9NP</p> <p>*The Committee observed that the application was out of scale with the area, out of keeping with the surrounding dwellings, and overbearing.</p>	<p>RESOLVED: Object* Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom</p>
DC/25/0744	<p>Erection of a single storey rear extension 27 Cranham Avenue Billingshurst West Sussex RH14 9EN</p>	<p>RESOLVED: Neutral Proposed by Cllr K Rowbottom Seconded by Cllr F Algar</p>
DC/25/0754	<p>Erection of a single and double storey side extension, front porch reconfiguration, roof fenestration, loft conversion with two small rear dormers. Erection of a single storey rear extension The Paddocks Stane Street Five Oaks West Sussex</p>	<p>RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr F Algar</p>
DC/25/0757	<p>Conversion of loft with 2No. pitched roof dormers on the rear roof slope and 1No. Pitched roof dormer on the front roof slope</p>	<p>RESOLVED: Neutral Proposed by Cllr D Waller</p>

	8 Centurion Close Billingshurst West Sussex RH14 9UW	Seconded by Cllr J Marchant
DC/25/0801	Prior Approval for a hay barn for the storage of hay and straw The Hay Barns Haybarn Rough Blackgate Lane Pulborough West Sussex RH20 1DF	RESOLVED: Neutral Proposed by Cllr J Harris Seconded by Cllr D Hingamp
DC/25/0785	Conversion of garage to habitable space, erection of a front porch and alterations to front elevation material finishes. 79 Forge Way Billingshurst West Sussex RH14 9UJ	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr K Rowbottom

79/25 Horsham District Council Decisions

Members noted the outcomes, including specific details of those where the decision of Horsham District Council, as the planning authority, differed to the Parish Council's representation.

Reference	Description and Address	Parish Council Response	District Council Decision
DC/20/2567	Demolition of existing barns and erection of 3 No. residential dwellings and creation of a new access Billhook Farm West Chiltington Lane Coneyhurst Billingshurst West Sussex RH14 9DN	Strong Objection March 2021	Application Permitted 8 May 2025
DC/23/1602	Demolition of agricultural building and erection of 2 dwellings Grainingfold Horsham Road Five Oaks West Sussex RH14 9AT	Strong Objection September 2023	Application Permitted 2 May 2025
DC/25/0309	Addition of retractable awning to the rear elevation 127 Berrall Way Billingshurst West Sussex RH14 9PQ	Neutral April 2025	Application Permitted 8 May 2025
DC/25/0386	Variation of Condition 1 and Removal of Condition 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totaling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout) regarding revised masterplan and reference to the proposed footpath and	Neutral April 2025	Application Permitted 9 May 2025

	Discharge Details in relation to Conditions 5, 6 part ii, 7, 8, 9, 12, 15 and 20) Relating to SNOWS / Water Neutrality. Land Parcel at 507911 125837 Newbridge Road Billingshurst, West Sussex		
DC/25/0275	Demolition of outbuilding and erection of new garage Keepers Cottage Coolham Road Coolham Horsham West Sussex RH13 8GP	Neutral April 2025	Application Withdrawn 15 May 2025
DC/25/0336	Creation of a new Farm access to serve land to the east of Horsham Road, Five Oaks Land To The South of Horsham Road Five Oaks West Sussex	Neutral April 2025	Application Permitted 16 May 2025

80/25 Appeals and Appeal Decisions**New Appeal****APP/Z3825/D/25/3365217 - DC/25/0153****The Paddocks Stane Street Five Oaks West Sussex RH14 9AG**

Part-retrospective erection of a single storey rear extension, conversion of loft into habitable living space, replacement of front flat roof with a pitched roof, replacement of hipped roof with a gabled roof with glazed screen, installation of 6no. rooflights to front roof, installation of solar PV panels to the south facing roof, and alterations to fenestration.

Appeal Date Set**APP/Z3825/W/25/3361285 - DC/24/0749****Hilland House New Road Billingshurst West Sussex RH14 9AA**

Outline Application for redevelopment of the site to provide up to 125 dwellings, ancillary parking new landscaping and open space, an ecological and woodland park together with associated works and landscaping with all matters reserved except access

APPEAL DATE 11th June

Appeal Decision**APP/Z3825/W/24/3353777 - DC/22/1848****Land to The East of Maple Road Maple Road Billingshurst West Sussex RH14 9TS**

Erection of 1no detached two-storey dwelling and creation of a natural play area for public use

APPEAL DISMISSED 19th May

81/25 Planning Compliance Update

There were no new or closed enforcement cases this period.

82/25 Public Rights of Way Updates

The Committee noted the correspondence from West Sussex County Council Public Rights of Way Team advising of the closing of Bridleway 1918 and Footpath 1921, each of 21-days from 3rd June and 17th June respectively, due to essential maintenance and repair works to the pylons and overhead power lines.

83/25 Asset of Community Value – Land to the East of Maple Road

The committee consider the re-registration of the Land East of Maple Road, as an Asset of Community Value. The registration is for a 5-year period. On the proposal of Cllr Doug Waller and seconded by Cllr Kate Rowbottom it was agreed that the Assistant Clerk would submit the nomination for the extension of the registration.

84/25 Date of Next Meeting: Tuesday 1st July 2025 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:40 pm.

Chairman

Date