



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Tuesday 1st July 2025 at 7.00 p.m.**

Present

Councillors Doug Waller (Chairman), David Hingamp, Anna Rhodes and Kate Rowbottom.

In attendance

Richard Plant, Assistant Clerk

85/25 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.

The Chairman announced that Cllr James Marchant had stepped down from the Planning and Environment Committee.

86/25 Apologies for Absence

Cllrs Fay Algar and Jeremy Harris sent their apologies for approved reasons. On the proposal of Cllr Doug Waller and seconded by Cllr David Hingamp it was **RESOLVED** that the apologies and the reason given be accepted.

87/25 Declarations of interest and notification of change to members' interests

None.

88/25 Approval of the minutes of the Planning and Environment Committee meeting held on 3rd June 2025, previously circulated

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

89/25 Clerk's Report

Nothing to report.

90/25 Public Session

There were no members of the public present.

91/25 Planning Applications

DC/25/0603 (Amended)	Erection of a single storey rear extension 2 Myrtle Close Billingshurst West Sussex RH14 9XF	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr A Rhodes
DC/25/0814	Erection of replacement garages Rosier Business Park Coneyhurst Road Billingshurst West Sussex RH14 9DE	RESOLVED: Neutral Proposed by

		Cllr D Waller Seconded by Cllr J Harris
DC/25/0886	Part retrospective application for the replacement of 13 windows and 3 doors, replacement of existing fire places, removal of bathroom at first floor level with modern partitioning and reinstate bedroom 4, relocate bathroom door along corridor to other side of window. (Listed Building Consent) Fossbrooks 5 Parbrook Billingshurst West Sussex	RESOLVED: Neutral Proposed by Cllr K Rowbottom Seconded by Cllr A Rhodes
DC/25/0889 (Full Application) DC/25/0890 (Listed Building Consent)	Erection of a timber pergola with polycarbonate roof in front garden to provide covered outdoor seating area, with York stone paving to match existing hardstanding. The Six Bells 76 High Street Billingshurst West Sussex	RESOLVED: Neutral Proposed by Cllr D Hingamp Seconded by Cllr A Rhodes
DC/25/0943	Surgery to 1x Oak Beke Hall Marringdean Road Billingshurst West Sussex RH14 9HF	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/25/0925	Change of use to rear parcel of land and existing house. Erection of rear extension to existing commercial building and rear store extensions. (Retrospective) Tisserand Farm Stane Street Billingshurst West Sussex RH14 9AE *The Committee resolved to object to this application in part due to the lack of biodiversity evidence, the scale of the building in a rural area and lack of detail to the design and access statement.	RESOLVED: Object* Proposed by Cllr D Waller Seconded by Cllr D Hingamp
DC/25/0939	Erection of a single storey front and rear extensions 32 Broomfield Drive Billingshurst West Sussex RH14 9TJ	RESOLVED: Neutral Proposed by Cllr A Rhodes Seconded by Cllr K Rowbottom

92/25 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
CA/25/0047	Surgery to 3x Oak (Works to Trees in a Conservation Area) Land Adjacent To Little East Street Billingshurst West Sussex	Neutral June 2025	Application Permitted 20 June 2025
DC/24/1571	Variation of Condition 23 of previously approved application 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) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout)) in relation to amending the operational hours Land Parcel at 507911 125837 Newbridge Road Billingshurst West Sussex	Neutral Nov 2024	Application Permitted 20 June 2025
DC/25/0468	Demolition of existing outbuilding and associated slab and erection of replacement outbuilding and reinforced concrete slab sited in location of existing Shire Cottage Stane Street Five Oaks West Sussex RH14 9AG	Neutral May 2025	Application Permitted 9 June 2025
DC/25/0541	Erection of single storey rear extension and garage 4 Muggeridge Road Billingshurst West Sussex RH14 9YY	Neutral May 2025	Application Permitted 11 June 2025
DC/25/0564	Removal of the remains of a dilapidated side wall to front elevation (Listed Building Consent) 103 High Street Billingshurst West Sussex RH14 9QX	No Response (Parish Councillor Application) May 2025	Application Permitted 10 June 2025
DC/25/0634	Alterations to previously converted barn to include replacement windows, replacement rainwater goods, replacement of 2no. rooflights, opening up of full height glazed section to east elevation 'Wain Entrance' and addition of flue to vent fireplace. (Householder Application).	Neutral May 2025	Application Permitted 11 June 2025

	Juppsland Farm Lordings Road Access Road Adversane West Sussex		
DC/25/0652	Replacement of two existing wooden framed double-glazed doors with the same styled uPVC double glazed doors 1 Manor Close High Street Billingshurst West Sussex RH14 9GR	Neutral May 2025	Application Permitted 17 June 2005
DC/25/0662	Erection of a single storey front, first floor side, and single storey rear extension 3 Freemans Close Billingshurst West Sussex RH14 9UQ	Neutral June 2025	Application Permitted 18 June 2025
DC/25/0689	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	Objected June 2025	Application Permitted 20 June 2025
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	Objected June 2025	Application Withdrawn 4 June 2025

93/25 Appeals and Appeal Decisions

There were no new or closed appeals this period.

94/25 Planning Compliance Update

There was one new compliance case, and one closed compliance case reported since the previous meeting.

NEW - EN/25/0180 – 23 May 2025

Alleged: Painting of shop front, installation of signage and installation of external lighting, without the necessary consent. Premises being used for residential occupation and breach of opening hours

Smoke World 33 High Street Billingshurst West Sussex RH14 9PP

CLOSED - EN/25/0129 - 15 Apr 2025

Unauthorised development following refusal of application DC/25/0153

The Paddocks Stane Street Five Oaks Billingshurst West Sussex RH14 9AG

Closed Reason: New Planning Application Received

95/25 Ministry of Housing, Communities & Local Government consultation: Reform of Planning Committees

The Committee considered a response to the open consultation, however due to the numbers present at the meeting and the importance of the outcome, and due to the consultation's response date, it was decided to arrange an extraordinary meeting of the committee to consider a response. The date suggested for the meeting was the 8 July. The Asst. Clerk to confirm the time and date and send notice.

96/25 Date of Next Meeting: Tuesday 5th August 2025 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:47 pm.

Chairman

Date