



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Tuesday 2 September 2025 at 7.00 p.m.**

Present

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

In attendance

Richard Plant, Assistant Clerk

115/25 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.

116/25 Apologies for Absence

None.

117/25 Declarations of interest and notification of change to members' interests

Cllr David Hingamp confirmed that he was the applicant regarding application DC/25/1212. The Chair confirmed that as per usual practice, as it was a councillor's application, the Council would not discuss nor comment on it.

118/25 Approval of the minutes of the Planning and Environment Committee held on 5 August 2025, previously circulated

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

119/25 Clerk's Report

Correspondence had been received advising of the formation of a new residents' association in the village. This group has been established to cover the Amblehurst Green estate.

120/25 Public Session

There were no members of the public present.

121/25 Planning Applications

CA/25/0084	Fell 1x Silver Birch and 1x Poplar (Works to Trees in a Conservation Area) 31 East Street Billingshurst West Sussex RH14 9PX *The Committee resolved to object to the application due to insufficient information.	RESOLVED: Object* Proposed by Cllr F Algar Seconded by Cllr K Rowbottom
-------------------	---	--

DC/25/0912	Conversion of garage into habitable living space 12 Hedgelands, Billingshurst West Sussex RH14 9XS	RESOLVED: Neutral Proposed by Cllr D Hingamp Seconded by Cllr J Harris
DC/25/1199	Installation of 2No. ANPR Cameras Jengers Mead Car Park/Parking Bays Billingshurst RH14 9PB *The Committee resolved that despite the improvements on the previous application, there were still concerns regarding the consultation process with businesses in the area and the effect on the evening economy.	RESOLVED: Object* Proposed by Cllr F Algar Seconded by Cllr J Harris
DC/25/1212	Erection of a garden storage building Rowfold Grange, Rowfold Coneyhurst Road Billingshurst West Sussex RH14 9DD	RESOLVED: No Response
DC/25/1234	Demolition of existing buildings and erection of a dwelling (as an alternative to Prior Approval Ref. DC/24/0304) Rowfold Lodge Coneyhurst Road Billingshurst West Sussex RH14 9DD *The Committee resolved to object to this application as the proposed dwelling is far greater in size than that originally proposed and accepted Class Q application; it now incorporates the adjoining stables. The application is outside of the BUAB and out of keeping with the rural area.	RESOLVED: Object* Proposed by Cllr D Waller Seconded by Cllr F Algar
DC/25/1245	Removal of existing canopy and erection of a rear orangery 1 Fairlight Cottages Natts Lane Billingshurst West Sussex RH14 9EY	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr A Rhodes
DC/25/1260	Surgery to 1x Yew Cedars Byre Parbrook Billingshurst West Sussex RH14 9ES	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/25/1262	Erection of an outbuilding 2 Myrtle Close Billingshurst West Sussex RH14 9XF	RESOLVED: Neutral Proposed by Cllr J Harris Seconded by Cllr D Hingamp

DC/25/1270	Prior Notification for Change of Use from a single open plan office space to form 1 no. two-bedroom flat. Laura House, Unit 11 Jengers Mead Billingshurst West Sussex RH14 9NZ	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/25/1280	Proposed single storey rear extension. Single storey side and front extensions, new entrance arrangement, and conversion of the existing detached garage 8 Arun Road Billingshurst West Sussex RH14 9NB	RESOLVED: Neutral Proposed by Cllr J Harris Seconded by Cllr D Hingamp
DC/25/1302	Surgery to 1x Field Maple 10 Windmill Place Billingshurst West Sussex RH14 9GT	RESOLVED: Neutral Proposed by Cllr D Waller Seconded by Cllr K Rowbottom

122/25 Licencing Applications

No new applications received.

123/25 Nominations for Street Naming

No new names suggested to be added to the approved list.

The Council had received a request, directly from a developer, for the naming of plot H9 off Hilland Road. The Committee discussed the names on the list and agreed upon a suggestion of Homer, for the late and former Cllr Dave Homer, recently added to the list. The suggestion would be put to the developer to consider and finalise with the planning authority and other consultees.

124/25 Horsham District Council Decisions and Updates

The committee **NOTED** the reports from the Planning Authority

- a) Planning Application Decisions – Appendix A
- b) Appeals and Appeal Decisions – Appendix B
- c) Planning Compliance Update – Appendix C

125/25 Date of Next Meeting: Tuesday 7 October 2025 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 8:01 pm.

Chairman

Date