



**Minutes of the Meeting of the Planning and Environment Committee
held at the Billingshurst Centre
on Tuesday 2 December 2025 at 7.05 p.m.**

Present

Councillors Fay Algar (Vice Chairman in the Chair), David Hingamp and Kate Rowbottom.

In attendance

Richard Plant, Assistant Clerk

One member of the public

138/25 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.

139/25 Apologies for Absence

Cllrs Jeremy Harris, Anna Rhodes and Doug Waller, sent their apologies for approved reasons. On the proposal of Cllr Fay Algar, seconded by Cllr David Hingamp **RESOLVED** that the apologies and reasons given were accepted.

140/25 Declarations of interest and notification of change to members' interests

None.

141/25 Approval of the minutes of the Planning and Environment Committee held on 4 November 2025, previously circulated

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

142/25 Clerk's Report

Nothing to report.

143/25 Public Session

There was one member of the public present.

Mr Mahal spoke on application DC/25/1616 explaining the situation by which the PROW application was before the committee again, this time as an application with the planning authority. *(The change of route was previously discussed at the meeting of 7 October at the consultation stage [Min 136/25 refers] and supported)*

144/25 Planning Applications

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

DC/25/1616	Proposed diversion of Public Right Of Way 1476 The Farmhouse New Hill Farm New Road Billingshurst West Sussex RH14 9DS	RESOLVED: Support Proposed by Cllr F Algar Seconded by Cllr K Rowbottom
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The member of the public left the meeting.

DC/25/1433	Erection of a garage with a pitched roof incorporating two dormer windows with additional storage space above Denhams Well Cottage 5 Andrews Hill Billingshurst West Sussex RH14 9JT	RESOLVED: Neutral Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom
DC/25/1607	Installation of below ground pool and filtration equipment housing Northwood Farmhouse Blackgate Lane Pulborough West Sussex RH20 1DF	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr K Rowbottom
DC/25/1697	Hybrid application comprising: Mixed use development, including detailed permission for means of access and 1,338 sqm business floorspace with the remainder of the development in outline, comprising up to 102no. homes and up to 5,605 sqm of business floorspace (Classes E g (iii)/B2/B8) Billingshurst Business Park Land at Grid Reference 509292 126746 Stane Street Billingshurst	<i>This application was considered at the Extraordinary Meeting of the Council, held immediately prior to this meeting</i>
DC/25/1774	Erection of a single storey side and rear extension to create accommodation and disabled facilities Little Slinfoldland, The Old Dairy Stane Street Five Oaks West Sussex RH14 9AZ	RESOLVED: Support Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom
DC/25/1779	Demolition of shed and erection of a two-bay garage with attached store Aspen Place Okehurst Lane Billingshurst West Sussex RH14 9HR	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr D Hingamp
DC/25/1788	Permission in Principle for the erection of 1 no residential development Kingsfold Lodge Marringdean Road Billingshurst West Sussex RH14 9HE *Reason for Objection: To maintain the stance of previously refused application DC/21/0880	RESOLVED: Object* Proposed by Cllr D Hingamp Seconded by Cllr F Algar

DC/25/1808	To install fixed line broadband electronic communications apparatus under Regulation 5 New Pole CP2 West Street Billingshurst West Sussex RH14 9LW	<i>This application was changed prior to this meeting to an application class that doesn't request Parish Council response</i>
DC/25/1855	Erection of a first floor extension over existing garage and single storey side extension 11 Longhurst Drive Billingshurst West Sussex RH14 9XP	RESOLVED: Neutral Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom
DC/25/1822	Erection of a first floor side extension above the existing garage, and erection of a two storey rear extension. 12 Brookfield Way Billingshurst West Sussex RH14 9AN	RESOLVED: Neutral Proposed by Cllr F Algar Seconded by Cllr D Hingamp
DC/25/1869	Removal of Condition 5 of previously approved application DC/24/1999 (Erection of 6 no. dwellings) relating to water neutrality Land At 509467 125933 Hilland Road Billingshurst West Sussex	<i>This application was changed prior to this meeting to an application class that doesn't request Parish Council response</i>
DC/25/1907	Conversion of garage into an annex 14 Lower Station Road Billingshurst West Sussex RH14 9SX *No objection but a request to add a condition that the annex cannot be used as a separate dwelling in the future	RESOLVED: Neutral* Proposed by Cllr D Hingamp Seconded by Cllr F Algar
DC/25/1969	Prior Notification for the Change Of Use from first floor offices (Use Class E) to residential (Use Class C3) to form 2no. dwelling units 68/70 High Street Billingshurst West Sussex RH14 9QS	RESOLVED: Support Proposed by Cllr D Hingamp Seconded by Cllr F Algar

145/25 Licencing Applications

No new applications received.

146/25 Nominations for Street Naming

No new nominations received.

147/25 Horsham District Council Decisions and UpdatesThe 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

148/25 Date of Next Meeting: Tuesday 13 January 2026 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:34pm.

Chairman

Date