



**Minutes of the Extraordinary Meeting of the Planning and Environment Committee  
held at the Billingshurst Centre  
on Tuesday 15 April 2025 at 7.00 p.m.**

**Present**

Councillors Kate Rowbottom (in the Chair), Fay Algar, Jeremy Harris and Anna Rhodes.

**In attendance**

Richard Plant, Assistant Clerk

In the absence of the Chairman and Vice Chairman, the meeting agreed that Cllr Kate Rowbottom chair the meeting.

**53/25 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.

**54/25 Apologies for Absence**

Cllrs David Hingamp, James Marchant and Doug Waller had sent their apologies for approved reasons. On the proposal of Cllr Kate Rowbottom and seconded by Cllr Jeremy Harris **RESOLVED** that the apologies and reasons given be accepted.

**55/25 Declarations of interest and notification of change to members' interests**

Councillor Jeremy Harris declared an interest in application DC/25/0265 as the applicant and Cllr Faye Algar declared an interest in application DC/25/0458 as an indirect employee of the applicant.

**56/25 Approval of the minutes of the Planning and Environment Committee meeting held on 1<sup>st</sup> April 2025, previously circulated**

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

**57/25 Clerk's Report**

There was no correspondence to note.

**58/25 Public Session**

There were no members of the public present.

**59/25 Planning Applications**

<b>DC/24/1669</b>	Erection of a 1.8m closeboard fence (Retrospective) <b>3 Platts Meadow Billingshurst West Sussex RH14 9HX</b>	<b>RESOLVED: No Objection</b> Proposed by Cllr F Algar Seconded by Cllr A Rhodes
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<b>DC/25/0265</b>	Installation of two x 14.5 tonne vessels with a capacity of 33 metres cubed to store liquefied petroleum gas (LPG) at site. (Retrospective) <b>Four Seasons Fuel Coneyhurst Road Coneyhurst Billingshurst West Sussex RH14 9DG</b>	<b>RESOLVED:</b> By precedent, the Committee does not comment on applications by Councillors.
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Cllr Fay Algar left the room

<b>DC/25/0458</b>	Workshop, storage building with associated vehicular parking, yard area and access. <b>Land At 509354 126590 Hilland Road Billingshurst West Sussex RH14 9HN</b>  *No objection but the committee hoped that should the application be permitted, that any S106 agreement would include provision for improvements at Station Road Gardens, Lower Station Road Gardens, or Jubilee Fields.	<b>RESOLVED:</b> <b>No Objection*</b> Proposed by Cllr A Rhodes Seconded by Cllr J Harris
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Cllr Fay Algar returned to the room

<b>DC/25/0362</b>	Full planning permission for demolition of existing workshop, barn and offices and erection of a new barn and workshop building and office building and creation of open storage along with the full enclosure and refurbishment of existing barn for the continuation of uses on site falling within use classes B1(c) and B8, including the repair and maintenance of trailers and ancillary equipment; assembly of new trailers, horse boxes (including those with accommodation on board); trailer, motorhome and horse box conversions; pre sales work and customer collections; and the preparation and loading of trailers and horse boxes for export following grant of DC/18/0661 <b>Menzies Wood Farm Okehurst Lane Billingshurst West Sussex RH14 9HR</b>	<b>RESOLVED:</b> <b>No Objection</b> Proposed by Cllr F Algar Seconded by Cllr J Harris
<b>DC/25/0571</b>	Prior Notification for Change of Use of Agricultural Building to 1no. dwellinghouse <b>Duckmoor Barn Wooddale Lane Billingshurst West Sussex RH14 9DZ</b>  *The committee noted that there were questions around the credentials of the Class Q application, that the design was not in keeping with the rural area or the agricultural building it replaces.	<b>RESOLVED:</b> <b>No Objection*</b> Proposed by Cllr J Harris Seconded by Cllr A Rhodes
<b>DC/25/0445</b>	Variation of condition 1 of previously approved application reference DC/24/0862 (Erection of 1No. dwelling (in the alternative to permission granted under DC/22/0435 - Prior Notification for the change	<b>RESOLVED:</b> <b>Objection*</b> Proposed by Cllr F Algar

	<p>of use of an agricultural building to residential (Class C3) to form 1 no. dwellinghouse) for the substitution of approved Block Plan to allow for resiting of the dwelling.</p> <p><b>South House Farm Marringdean Road Billingshurst West Sussex RH14 9HH</b></p> <p>*The committee noted that the application provided no reasoning for the movement of the building following the previous permitted application, that this would no longer be on the same footprint as the original agricultural building for which Class Q had been approved.</p>	<p>Seconded by Cllr J Harris</p>
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**60/25 Date of Next Meeting:** Tuesday 6<sup>th</sup> May 2025 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:28pm.

**Chairman**

**Date**