



**Minutes of the Meeting of Billingshurst Parish Council
Wednesday 1 July 2026
6.30pm at the Billingshurst Centre.**

Present

Cllrs Paul Berry (Chairman), Faye Algar, Edna Benger, Phillip Day, Sandy Duck, Craig Gale (until 8.05pm), David Hingamp (from 6.55pm), Craig Jones, Trevor Leonard, Marie Montoya, Anna Rhodes, Kate Rowbottom (until 8.05pm) and Doug Waller.

In attendance

G C Burt, Clerk to the Council

R Plant, Assistant Clerk

Dis & Cty Cllr M Baynham

Highwood Group: Martin Hawthorne, Andrew White, Nina Lloyd.

Our Place: Joseph Baum, Greg Blaxland + 1.

63/26 Chairman's Announcements

The Chairman advised that:

1. The meeting was being streamed to the internet.
2. Cllrs wishing to speak should raise their hand and speak loudly and clearly.
3. Mobile phones should either be switched off or silenced.

In addition he commented: I would like to congratulate everyone involved in organising the Billingshurst Open Gardens a few weeks ago. 120 tickets were sold, and people visited from far and wide and not just from the local area. I understand that feedback from visitors and participants was incredibly positive. The event involved 11 gardens and 6 green spaces and a huge amount of effort went into the planning of the event and running it on the day. So, thank you to everyone involved. The organising committee is very keen for even more people to open their gardens next year, so if we have any budding Monty Dons or Carol Kleins out there, please consider opening your gardens next year. It is an incredibly well run and organised event, and you'll meet some lovely people so I'm sure you won't regret it.

Likewise, I would like to offer our thanks to everyone involved in organising the Billingshurst Show, which took place on Sunday. I cannot imagine the work which goes into planning such an event for our community, all of course undertaken by volunteers. The event seemed again to be very well attended and a huge success. Thank you to everyone who organised the event and who took part on the day.

64/26 Apologies

An apology for absence was received from Cllr James Marchant for an approved reason. On the proposal of Cllr Paul Berry seconded by Cllr Craig Jones **RESOLVED** that the apology and reason given be accepted.

No apology: Cllrs Jeremy Harris.

65/26 To Receive Declarations of Interest and consider any requests for a dispensation.
None.

66/26 Election of Vice Chairman

On the proposal of Cllr Phillip Day seconded by Cllr Craig Gale **RESOLVED** that Cllr Craig Jones be elected Vice Chairman of the Council for rest of the municipal year. Cllr Jones then signed the Non-Statutory Declaration of Acceptance of Office. The Chairman thanked Cllr Gale for his support as Vice Chairman.

Adjournment for

67/26 To receive update from the Highwood Group on their proposals for *West of Billingshurst*.

Martin Hawthorn, Andrew White and Nina Lloyd advised of changes to the layout of the site and Jubilee Fields. They then took questions relating to housing numbers, schools, traffic, retail park, bins, solar panels, gypsy and traveller site location and car parking.

68/26 To receive a presentation from Our Place on their proposals for *Land South of Adversane / Kingswood*.

Joseph Baum and Greg Blaxland presented their proposals for a strategic housing site for approximately 3,200 new homes just south of Adversane. They had run stakeholder workshops at Brinsbury College, and the site was likely to be approved as an additional strategic housing allocation at next week's HDC Cabinet meeting. They then took questions relating to a potential closure of the Adversane level crossing, the siting of a gypsy and traveller location, location of schools, benefits to Billingshurst, new railway station, suitability of new road for local residents and local industry. The Chairman hoped they would have more public consultation than they had undertaken to date.

[Chairman asked Clerk to e-mail an update on sale of Adversane Hall to Cllrs.]

69/26 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

None.

70/26 Reports from:

a. County & Dis Councillors

Dis Cllr Mark Baynham had submitted a report in advance, copied to all Cllrs, attached Appendix A. He advised Cllr Craig Jones that a new School Crossing Patrol attendant had been appointed for Station Road. Cllr Trevor Leonard took issue with matters relating to the Local Plan but was assured by the Chairman and Clerk that he would have the opportunity to press these points at a future meeting. (Apologies had been received from Cllrs Sam Bateman and John Trollope.)

b. Representatives on outside organisations.

Cllr Paul Berry had attended a meeting of the Dauxwood Pre-School Mgmt. Cttee for the first time: they were looking to replace their fence; the long highway verge outside was reducing traffic visibility and they were looking forward to their school fete.

*Resume Meeting***71/26 Approval of the Minutes of the Meeting held on 2 June 2026.**

The draft minutes of the meeting held on 2 June 2026, previously circulated, were taken as read. On the proposal of Cllr Paul Berry seconded by Cllr Doug Waller **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

72/26 Clerk's Report

The Clerk reported that the draft proposals for the new 20mph zone in the village centre had been received from WSCC and circulated to all Cllrs. These were not yet in the public domain.

73/26 Public Car Parkinga. **To note the decision of HDC to exclude car parks from possible future asset transfers.**

NOTED, but Cllr Baynham advised that this decision had not been confirmed by Cllrs; he would investigate and report back.

b. **To note the advice from HDC regarding reduction of spaces in the HDC car park at Jengers Mead and consider the following suggestions: Ask to meet with Napier Parking; Write to John Milne MP.**

The Chairman gave some background information about interrelated car parking issues in the Jengers Mead area, including from District Cllr Sam Bateman and the proprietor of the Master Fryer fish & chip shop. Two such issues were the ongoing problems in trying to deliver the additional car parking to the rear of the chemist and the suggestion that had been made to allow HDC parking disc holders to park in Napier-controlled parking spaces.

Dis Cllr Mark Baynham was able to confirm that Napier Parking was willing to rent the area that was discovered to be theirs to HDC but the sum requested was much greater than the income the said area generated!

On the proposal of Cllr Paul Berry seconded by Cllr Doug Waller **RESOLVED** that the Parish Council

- i. Seek to host a meeting to discuss wider Jengers Mead parking issues to include Napier Parking, Parish, District and County Cllrs and local businesses representatives.
- ii. Write to John Milne MP.
- iii. Write to HDC asking them to expedite the link between Jengers Mead and Library car parks

74/26 To agree to have drop-in sessions in early 2027 for would-be Parish Council candidates in the May 2027 local elections, as per 2023.

On the proposal of Cllr Paul Berry seconded by Cllr Phillip Day, **RESOLVED** to held drop-in sessions as proposed.

75/26 To receive Minutes as approved by the following Committees:

- a) On the proposal of Cllr Doug Waller seconded by Cllr Faye Algar, **RESOLVED** that the minutes of the Planning & Environment Committee of 5 May 2026 be received.
- b) On the proposal of Cllr Phillip Day, seconded by Cllr Paul Berry, **RESOLVED** that the minutes of the F&GP Committee of 29 April and 27 May 2026 be received.
- c) On the proposal of Cllr Phillip Day seconded by Cllr Paul Berry, **RESOLVED** that the minutes of the Property Committee of 11 February 2026 be received.
- d) On the proposal of Cllr Marie Montoya, seconded by Cllr Doug Waller **RESOLVED** that the minutes of the Working Practices Committee of 18 February 2026 be received.

76/26 Neighbourhood Wardens - to receive Wardens' Report for May - previously circulated. **NOTED.**

77/26 Date of Next Meeting – 2 September 2026.

Meeting finished at 8.35 pm

APPENDIX A

CLLR MARK BAYNHAM'S REPORT

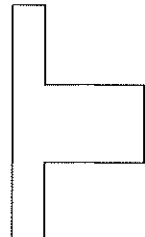
County wide matters

As you will be aware, the County Council elections on 7th May left no party in overall control. The political composition of the Council is now:

Liberal Democrats - 23
Reform UK - 23
Conservative - 11
Green - 7
Labour - 5
Independent - 1

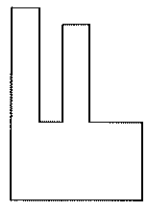
Following discussions between groups, an Alliance administration has been formed led by the Liberal Democrats, and including Green, Labour and Independent members. The Leader of the Council is Cllr Jay Mercer and the Chair of the Council is Cllr Donna Johnson.

My Council roles



I have been appointed Chair of the Performance & Finance Scrutiny Committee, and a member of the Planning & Rights of Way Committee, the Appeals Panel and as substitute member on some others. I have been attending the Council's induction programme and service briefings to familiarise myself with County services, procedures and responsibilities. Of particular interest was a visit to the Highways Depot at Clapham Common, near Worthing. Roads are a particular area of public concern and it was good to see how the Highways Dept is run and to recognise the constraints (both financial and practical) under which they operate.

Local Government Reorganisation and Devolution

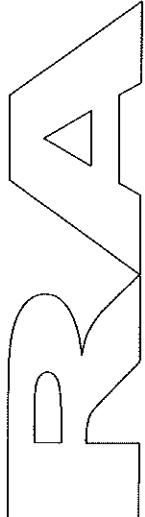


The Government's programme of devolution and local government reorganisation continues to progress. The Combined County Authority (West and East Sussex and Brighton) is now in place, albeit that elections for the Mayor to lead it won't take place until May 2028.

Alongside this the Government's proposals to replace two tier authorities with a single Unitary is scheduled to take effect in April 2028 with elections for a 'shadow authority' next May. Following the Government's suggestion of a modified scheme to those put forward by West Sussex Councils a decision on the Unitary geography for West Sussex is expected in about 2 weeks. The consultation has already closed. I will update the PC as further information becomes available.

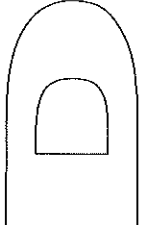
HDC matters

Local Plan



The replacement Planning Inspector has broadly welcomed the HDC Local Plan for housing development. However he has made it clear that in line with changes to the NPPF and the end of water neutrality restrictions since it was originally submitted, an increase in housing numbers is required. This number is significant – just over 6,000 extra homes over the plan period up to 2040. This is on top of the existing 13,600 already accounted for. This will mean the addition of a further strategic site, additional small sites and some upward adjustments on existing sites. HDC Cabinet will make a decision on this next week after which consultation will follow. The recommended extra strategic site is the previously submitted (but not accepted) site at Adversane. As a voting Cabinet member I may not be able to support this.

Community Governance Review



The first stage consultation on the Community Governance Review has now closed. There were 333 individual submissions and 18 parish submissions (out of 33). The Governance Committee will now produce recommendations based on the consultation which will be subject to the second stage review over the summer.

Local Engagement

I cover three Parish Councils and I will submit reports for each meeting. I cannot commit to attending every one, as being a Horsham District councillor as well as a County Councillor, I have some diary clashes. But I will do so when I possibly can.

I have escalated a large number of highways related matters in Billingshurst to WSCC Highways Dept. These cover road surface, road markings, footway deficiencies and some miscellaneous matters. I will monitor responses and progress on remediation and repairs.

The Better Billingshurst Spending Panel has authorised specific works for roof repair of the Jubilee Fields sports facility while other projects have been agreed in principle and are now at design stage.

It is also my intention to lay the groundwork for an expansion of Better Billingshurst as we head towards the Unitary Authority.

mark.baynham@westsussex.gov.uk mark.baynham@horsham.gov.uk Tel.07885
805989