



**Minutes of the Meeting of the Planning and Environment Committee  
held at the Billingshurst Centre  
on Tuesday 13 January 2026 at 7.00 p.m.**

**Present**

Councillors Doug Waller (Chair), Fay Algar, David Hingamp, Anna Rhodes, Kate Rowbottom and Marie Montoya.

**In attendance**

Richard Plant, Assistant Clerk

**01/26 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.

**02/26 Apologies for Absence**

No apologies: Jeremy Harris.

**03/26 Declarations of interest and notification of change to members' interests**

None.

**04/26 Approval of the minutes of the Planning and Environment Committee held on 2 December 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 subject to the correction of the minute numbers as highlighted by the Assistant Clerk.

**05/26 Clerk's Report**

Nothing to report.

**06/26 Public Session**

There were no members of the public present.

**07/26 Planning Applications**

DC/25/1066	Sandblasting of internal beams. (Listed Building Consent) <b>Cherry Tree Cottage Stane Street Five Oaks West Sussex</b>	<b>RESOLVED:</b> <b>Neutral</b> Proposed by Cllr D Hingamp Seconded by Cllr A Rhodes
DC/25/1693	Installation of metal fence along the front boundary. (Retrospective)	<b>RESOLVED:</b> <b>Object</b> Proposed by

	<b>22 Underwood Road Billingshurst West Sussex RH14 9FE</b>  *Reason for Objection: The low level, spiked topped metal fence, on the bend of a narrow path gives cause for concern regarding injury should someone fall over it.	Cllr D Waller Seconded by Cllr F Algar
<b>DC/25/1948</b>	Erection of a two storey rear extension <b>North End Barn West Chiltington Lane Coneyhurst West Sussex RH14 9DN</b>	<b>RESOLVED: Object</b> Proposed by Cllr K Rowbottom Seconded by Cllr M Montoya
<b>DC/25/1962</b>	Removal of Condition 2 of previously approved application BL/5/85 (Erection of farm bungalow to replace mobile home) relating to the agricultural occupation of the dwelling <b>Sixacre Farm Stane Street Adversane West Sussex</b>	<b>Removal of Conditions to be left to HDC to decide</b>
<b>DC/25/1964</b>	Removal of Condition 8 of previously approved application DC/24/0345 (Demolition and replacement of existing barn and erection of a single storey two bedroom dwelling utilising the existing shared access) relating to water neutrality <b>Gess Gates Farm Stane Street Adversane West Sussex RH14 9JR</b>	Proposed by Cllr D Waller Seconded by Cllr D Hingamp
<b>DC/25/1992</b>	Installation of a timber clad shipping container at the top of the farm to site an on-farm milk station and vending machine, with an additional 1.5m area to the front of the container that will provide an undercover area for the container to be accessed <b>St Andrews Farm Andrews Hill Billingshurst West Sussex</b>	<b>RESOLVED: Neutral</b> Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom
<b>DC/25/1993</b>	Use of the land for the siting of 3no. glamping pods for tourist accommodation <b>Stonepits Manor Merringdean Road Billingshurst West Sussex</b>	<b>RESOLVED: Neutral</b> Proposed by Cllr M Montoya Seconded by Cllr A Rhodes
<b>DC/25/1997</b>	Surgery to 1 x Oak <b>Rosier and Daux Wood Merringdean Road Billingshurst West Sussex</b>	<b>RESOLVED: Neutral</b> Proposed by Cllr D Waller Seconded by Cllr M Montoya
<b>DC/25/1998</b>	Erection of a two storey side extension and single storey rear extension and pitched roof over bay window to the front elevation <b>14 Lower Station Road Billingshurst West Sussex RH14 9SX</b>	<b>RESOLVED: Neutral</b> Proposed by Cllr M Montoya Seconded by Cllr K Rowbottom
<b>DC/25/2045</b>	Surgery to 1 x Oak	<b>RESOLVED:</b>

	<b>Backset Andrews Hill Billingshurst West Sussex RH14 9JX</b>	<b>Neutral</b> Proposed by Cllr D Waller Seconded by Cllr F Algar
<b>DC/25/2124</b>	Erection of a two storey side and rear extension <b>33 Silver Lane Billingshurst West Sussex RH14 9RN</b>	<b>RESOLVED:</b> <b>Neutral</b> Proposed by Cllr A Rhodes Seconded by Cllr D Waller
<b>DC/25/2161</b>	Fell 1x Ash. (Works to Trees in a Conservation Area) <b>13 Windmill Place Billingshurst West Sussex RH14 9GT</b>	<b>RESOLVED:</b> <b>Neutral</b> Proposed by Cllr D Waller Seconded by Cllr F Algar
<b>CA/25/0126</b>	Surgery to 2x Beech (Works to Trees in a Conservation Area) <b>The Hermitage 71 High Street Billingshurst West Sussex RH14 9QP</b>	<b>RESOLVED:</b> <b>Neutral</b> Proposed by Cllr D Waller Seconded by Cllr K Rowbottom

**08/26 Licencing Applications**

No new applications received.

**09/26 Nominations for Street Naming**

No new nominations received.

**10/26 Horsham District Council Decisions and Updates**

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

a) Planning Application Decisions – Appendix A

[The Committee asked the Asst Clerk to contact the Planning Officer to see if there was any further explanation on the decision to refuse DC/25/1141 which the Committee had supported.]

b) Appeals and Appeal Decisions – Appendix B

c) Planning Compliance Update – Appendix C

**11/26 Date of Next Meeting:** Tuesday 3 February 2026 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:58pm.

**Chairman**

**Date**