



**Minutes of the Meeting of the Planning and Environment Committee  
held at the Billingshurst Centre  
on Tuesday 5 May 2026 at 7.00 p.m.**

**Present**

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

**In attendance**

Richard Plant, Assistant Clerk

**45/26 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.

**46/26 Apologies for Absence**

Cllr Jeremy Harris sent his apologies for approved reasons. On the proposal of Cllr Doug Waller, seconded by Cllr David Hingamp **RESOLVED** that the apologies and reasons given be accepted.

**47/26 Declarations of interest and notification of change to members' interests**

None.

**48/26 Approval of the minutes of the Planning and Environment Committee held on 7 April 2026, previously circulated**

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

**49/26 Clerk's Report**

Nothing to report.

**50/26 Public Session**

There were no members of the public present.

**51/26 Planning Applications**

CA/26/0051	Surgery x 1 Eucalyptus, x1 Ash (works to trees in a conservation area) <b>High Seat 1 High Street Billingshurst West Sussex RH14 9PJ</b>	<b>RESOLVED: Neutral</b> Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
DC/26/0651	Prior Notification for Change of Use of Class E space to form 4 apartments to the rear of ground and first floor only	<b>RESOLVED: Object*</b> Proposed by

	<p><b>Barclays Bank Ltd 84 High Street Billingshurst West Sussex RH14 9QS</b></p> <p>*Reason for Objection: The committee felt that the application failed to address the issue of the front of the building and its dilapidated state within the conservation area. The change of use of the rear of the building would leave new residents to reside behind a building that is subject to vandalism due to its abandoned state. There would have been no objection to the application had it included a clear proposal for eliminating the issues with the front of the property.</p>	<p>Cllr F Algar Seconded by Cllr M Montoya</p>
<p><b>DC/26/0137 (Revisited)</b></p>	<p>Fell 1x Oak <b>40 Broomfield Drive Billingshurst West Sussex RH14 9TJ</b></p> <p>*Reason for revisit: The original application was discussed prior to additional photos and evidence being presented to the planning portal. With the full evidence, the Committee resolved that they would not have objected to the application. This was advised to the District Council's Arboricultural Officer</p>	<p><b>RESOLVED: Neutral</b> Proposed by Cllr D Waller Seconded by Cllr M Montoya</p>
<p><b>DC/26/0698</b></p>	<p>Surgery to 3x Oak <b>25 Nightingale Walk Billingshurst West Sussex RH14 9TY</b></p>	<p><b>RESOLVED: Neutral</b> Proposed by Cllr D Waller Seconded by Cllr A Rhodes</p>

**52/26 Licencing Applications**

No new applications received.

**53/26 Nominations for Street Naming**

No new nominations or requests received.

**54/26 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

**55/26 Date of Next Meeting:** Tuesday 2 June 2026 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:36pm.

Chairman

Date