BILLINGSHURST PARISH COUNCIL

Minutes of the Meeting of the Planning and Environment Committee held at the Billingshurst Centre on Tuesday 3 November 2026 at 7.00pm

Present
Councillors Doug Waller (Chair), David Hingamp, Anna Rhodes and Kate Rowbottom.

In attendance
Richard Plant, Assistant Clerk

112/26 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.

113/26 Apologies for Absence

Cllrs Faye Algar, Jeremy Harris and Marie Montoya sent their apologies for approved reasons. On the proposal of Cllr Doug Waller, seconded by Cllr Anna Rhodes, it was **RESOLVED** to accept the apologies and reasons given.

114/26 Declarations of interest and notification of change to members' interests

None.

115/26 Approval of the minutes of the Planning and Environment Committee held on 6 October 2026, previously circulated

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

116/26 Clerk's Report

Nothing to report.

117/26 Public Session

There were no members of the public present.

118/26 Planning Applications

DC/26/1482	Erection of a side extension and front porch extension **Palmers Barn, The Boathouse West Chiltington Lane Coneyhurst West Sussex RH14 9DN**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr A Rhodes

DC/26/1536	Erection of a part single-storey / part two-storey rear extension. first floor front extension and alterations to fenestration **9 Easton Crescent Billingshurst West Sussex RH14 9TU** ***Reason for Objection:** The Committee remained concerned about the revised application and felt that converting the garage to habitable space would increase reliance on on-street parking, particularly as the additional bedroom was expected to increase occupancy.	**RESOLVED: Object *** Proposed by Cllr D Hingamp Seconded by Cllr A Rhodes
DC/26/1551	Surgery to 2x Lime **6 Easton Crescent Billingshurst West Sussex RH14 9TU**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr A Rhodes
DC/26/1573	Erection of a two storey side extension, side dormer and associated alterations **7 Cleve Way Billingshurst West Sussex RH14 9RW**	**RESOLVED: Neutral** Proposed by Cllr K Rowbottom Seconded by Cllr D Hingamp
DC/26/1601	Prior Notification for the Change of Use of Class E space to form 3 residential apartments **Barclays Bank Ltd 84 High Street Billingshurst West Sussex RH14 9QS**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr A Rhodes
DC/26/1605	Surgery to 2 x Oak Trees (TPO 0013) **26 Broomfield Drive Billingshurst West Sussex RH14 9TJ**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr A Rhodes
CA/26/0137	Surgery to 1 x Willow Tree (Works in a Conservation Area) **66 Silver Lane Billingshurst West Sussex RH14 9QB**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr K Rowbottom
CA/26/0134	Fell x1 Sycamore, Surgery x1 Bay (works to trees in conservation area) **72 Silver Lane Billingshurst West Sussex RH14 9QB**	**RESOLVED: Neutral** Proposed by Cllr D Hingamp Seconded by Cllr K Rowbottom
DC/26/1326	Installation of a level access platform, steps and wheelchair lift to the front of the property	**RESOLVED: Neutral**

	40 Roman Way Billingshurst West Sussex RH14 9QW	Proposed by Cllr D Waller Seconded by Cllr D Hingamp
DC/26/1707	Surgery to 1 x Oak **Howzat 6 The Willows Billingshurst West Sussex RH14 9WL**	**RESOLVED: Neutral** Proposed by Cllr D Waller Seconded by Cllr A Rhodes
DC/26/1715	Erection of 1.no two-storey dwelling with and associated landscaping **The Paddocks Stane Street Five Oaks Billingshurst West Sussex RH14 9AG**	**RESOLVED: Neutral** Proposed by Cllr A Rhodes Seconded by Cllr D Waller

The following application was **NOTED ONLY** as the Parish Council is the applicant.

DC/26/1675	Fell 1 x Horse Chestnut **Church Path Off Station Road Billingshurst West Sussex RH14 9RF**

119/26 Licencing Applications

No new applications received.

120/26 Nominations for Street Naming

No new nominations or requests from developers received.

121/26 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**

122/26 Date of Next Meeting: Tuesday 1 December 2026 at 7.00pm (unless there is a need for a plans-only meeting).

The meeting closed at 7:58pm.

Chairman **Date**