



## **HENFIELD PARISH COUNCIL PLANS ADVISORY COMMITTEE**

**Present:** Cllrs R Shaw (Chairman), F Ayres, D Grossmith and J Jones.

**In Attendance:** Mrs B Samrah (Parish Administrator – PA).

**Meeting of the Plans Advisory Committee held on  
Thursday 19th June 2025 at 7:00pm in the Henfield Hall.**

### **MINUTES**

**1. DECLARATION OF MEMBERS' INTERESTS**

There were none.

**2. APOLOGIES**

Were received from Cllr E Goodyear.

**3. APPROVAL OF MINUTES OF MEETING HELD ON 5<sup>TH</sup> JUNE 2025**

These were approved, they were signed and dated by the Chairman.

**4. MATTERS ARISING**

The Chairman confirmed that an email had been sent to the Neighbourhood Planning Officer at HDC asking for a meeting in person or via Zoom. He also said that a letter had been sent to the residents who had raised a planning query.

*The Chairman adjourned the meeting.*

**OPEN FORUM**

There were no members of the public present at the meeting.

*The Chairman reconvened the meeting.*

**5. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

**6. CONSULTATION ON PLANNING APPLICATIONS**

DC/25/0797

Bishop Croft High Street Henfield West Sussex  
Replacement shopfronts to 1, 2 and 3 Bishop Croft  
Mr Sajid Hussain

**No Objection - all agreed. Subject to the removal of signage on the railings in front of the shop fronts. This Committee would like to draw the Conservation Officer's attention to the banners on the railing.**

DC/25/0835

Willow Pond House New Hall Lane Small Dole West Sussex BN5 9YH  
Erection of a two storey detached dwelling (Retrospective).  
Mr and Mrs Spencer-Smith

**This Committee does not wish to comment save to say that it is disappointed that this building went ahead without satisfying the pre-conditions set by HDC on sewage and waste water. Since that time the need to satisfy Water Neutrality has been introduced.**

DC/25/0857

Pear Tree Farm Furners Lane Woodmancote West Sussex BN5 9HX

Removal of condition 8, 9, 10 and 11 of previously approved application reference DC/21/1796 (Proposed settled gypsy accommodation site comprising 5 pitches and associated utility buildings) to allow updated approach to water neutrality.

Mr S Tingey

**This Committee has no comment, save to say that the conditions imposed by the Planning Inspector were presumably made for good reason and should be maintained. The Committee note that the SNOWS scheme credits are understood to be not yet available for use.**

DC/25/0867 – Tree Warden's report attached.

1 Batts Pond Lane Dropping Holms Henfield West Sussex BN5 9YU

Surgery to 1x Oak and 1x Sweet Chestnut

Mrs Lara Mason

**No Objection – all agreed. Subject to the work being limited to the reduction specified below and carried out by a qualified and experienced Tree Surgeon.**

**Henfield's Tree Warden had this to add "This mature oak tree is within about 30 ft of the back of the house and was already there when the house was built just over 10 years ago. Since then the trees surrounding two sides of the property have been left untended. The new owners now wish to take some control of the extensive tree cover. The oak tree is growing over the roof and hitting the side of the back wall, the canopy should be reduced by no more than 25%, to stop the contact with the house and allow some more light into the house.**

**The sweet chestnut is vast, touching the side of the house, and the height is engulfing an overhead power cable, the canopy should be reduced by 35%. The TPO is associated with a general description for trees in the house land plot and designated by Chanctonbury Authority in 1968, well before the site was developed. The work on both these trees is well overdue"**

## **7. APPEALS**

Appeal Ref: APP/Z3825/W/24/3356684 Brooklands, New Hall Lane, Small Dole, West Sussex BN5 9YH

Application Ref is DC/24/1101. The development proposed is the erection of 2no detached dwellings with associated works. The appeal is dismissed - This was noted.

## **8. HORSHAM DISTRICT COUNCIL – LOCAL PLAN**

There was nothing further to report on the Local Plan.

Cllr Jones confirmed that she had attended a Neighbourhood Plan (NHP) Workshop run by HDC and she agreed to circulate the slides when she received them. Cllr Jones added that one of the presenters had said that in some areas of the country parishes had prepared a joint NHPs. She said that it was possible to carry out a two stage review of the NHP meaning that those areas needing only minor adjustments could be completed early and the areas requiring more changes could have more time spent on them. She said she would also look at the parishes NHP where they had joined together with another parish.

## **9. DARK SKIES**

Cllr Grossmith said he had made contact with the group and that he would look at preparing a proforma document that could be used.

## **10. CORRESPONDENCE**

1 Neighbourhood Plan Support Program discontinued by MHCLG – This was noted.

2 HDC - Weekly List of planning compliance cases received 9-15 June – This was noted

## **11. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

There were none.

## **12. DATE OF NEXT MEETING**

Thursday 3rd July 2025.

The meeting closed at 7.45pm.