



HENFIELD PARISH COUNCIL PLANS ADVISORY COMMITTEE

Meeting of the Plans Advisory Committee to be held on Thursday 4th September 2025 at 7:00pm in the Henfield Hall.

Present: Cllrs R Shaw (Chairman), D Grossmith, M Andrews, F Ayres, M Chandler, E Goodyear and J Jones.

In Attendance: One Member of the public and Mrs B Samrah (Parish Administrator – PA).

MINUTES

1. DECLARATION OF MEMBERS' INTERESTS

There were none.

2. APOLOGIES

There were none.

3. APPROVAL OF MINUTES OF MEETING HELD 21ST AUGUST 2025

These were approved subject to clarifying that the speed limit on the A2037 on Shoreham Road near to the entrance to the proposed development is actually 30mph. They were signed and dated by the Chairman.

4. MATTERS ARISING

There were none.

The Chairman adjourned the meeting.

OPEN FORUM

The member of the public said that he wanted to listen to the committee and see how it operated.

The Chairman reconvened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

The Chairman asked Cllr Goodyear to clarify the details of Woods Mill and she said that it had been sold and that the nature reserve and old mill would remain, but that the house was sold for development.

6. CONSULTATION ON PLANNING APPLICATIONS

CA/25/0086

Broadgate Henfield Common North Henfield West Sussex BN5 9RL

Fell 1x Scots Pine (Works to Trees in a Conservation Area)

Jon Dane

No Objection - all agreed. This committee recommends that this tree is replaced with a native species tree or a Scots pine.

CA/25/0091

Norton House High Street Henfield West Sussex BN5 9DB

Surgery to 1x Yew and 1x Holly (Works to Trees in a Conservation Area)

Mrs Georgina Salvage

No Objection – all agreed. Subject to the work being carried out sensitively by a qualified and experienced tree surgeon. Henfield's Tree Warden observed that "this yew tree needs to be reduced somewhat in its height and width, so it does not touch property, but that it is only one of two specimen trees in the High Street so it is imperative that the surgery must be carried out in a sensitive manner without losing the lovely position on the High Street."

DC/25/1250

Sunnydene Shoreham Road Small Dole West Sussex BN5 9SD

Enlargement to rear of existing garage and replacement of roof to create ancillary room with a home office above.

Mr Mohammed Khan

No Objection – all agreed.

DC/25/1274

97 Meadow Drive Henfield West Sussex BN5 9FG

Conversion of existing garage and increase in width to living room window.

Mrs Kara Harris

No Objection – all agreed.

ACTION POINT: It was agreed that the Chairman would seek to establish with the Management Company whether there were any covenants or restrictions on houses in this development.

DC/25/1285

1 Wantley Cottages, Ground Floor Flat London Road Henfield West Sussex BN5 9JP

Erection of a two storey detached dwelling.

Mr Malcom Wild

No Objection – all agreed. The Committee suggested that there could be two improvements to the plans - new planting to the hedge should be a native species, not laurel; and, the Water Neutrality statement could be strengthened rather than relying on the two existing flats using less water.

7. APPEALS

- 1 HDC - Appeal Dismissed: DC/23/0463 - APP/Z3825/W/24/3356921 - Land at Southview Terrace, Henfield, West Sussex, BN5 9ES – This was noted.
- 2 HDC – Appeal Dismissed: DC/24/0995 - APP/Z3825/W/24/3354737 Fig Tree House, Lower Station Road, Henfield, West Sussex BN5 9UR – This was noted

8. NEIGHBOURHOOD PLAN

Document prepared by Cllr R Shaw and considered by Parish Council on 2.9.25. The Chairman said that he would prepare a short guidance note for the working groups. He confirmed that target timescale for the work to be completed should be before the end of January 2026 explaining that May 2026 would be the fifth anniversary of the Neighbourhood Plan (NHP) having been made.

Cllr Goodyear said that she felt that most of the information was already available and just needed bringing together. Cllr Grossmith said that there may need to be some work on Dark Sky Policy especially in relation to new developments. It was agreed to look at HDC's Policy and adapt. Cllr Andrews said he felt the key would be how it would affect future developments.

Cllr Goodyear also said that it may be necessary to factor in travellers' sites. The Chairman said that all could be covered in this progress report as well as noting what NHP sites have already been considered by HDC as well as other planning applications for developments that were not in NHP.

9. CORRESPONDENCE

- 1 HDC - Compliance Complaints Received 18-24.08.25 – This was noted.
- 2 Speedwatch reports from A 281 near Wantley Hill Estate – Henfield – This was noted.
- 3 Comments from resident in relation to DC/25/1019 (Land to west of Shoreham Road) – This was noted.
- 4 West Sussex County Times – Calls for fresh hearing into Local Plan - This was noted.
- 5 HDC - Monthly Planning Compliance Team statistics for August 2025 – This was noted.

10. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

11. DATE OF NEXT MEETING

Thursday 18th September 2025.

The meeting closed at 7.44pm.