



HENFIELD PARISH COUNCIL PLANS ADVISORY COMMITTEE

Meeting of the Plans Advisory Committee held on Thursday 23rd October 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: 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 2nd OCTOBER 2025

These were approved. They were signed and dated by the Chairman.

4. MATTERS ARISING

There were none.

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/25/1452

Weavers Upper Station Road Henfield West Sussex BN5 9PL

Erection of a single storey rear extension and associated alterations.

Mr Paul Eggleton

No Objection – all agreed.

Cllr Grossmith joined the meeting at 7.10pm.

DC/25/1460

Moustows Cottage Henfield Common North Henfield West Sussex BN5 9RL

Demolition of the existing log cabin and erection of a new garden room and covered pergola. (Householder Application).

Jo Mackinnon

No Objection – all agreed. Subject to the Conservation Officer's approval and in consultation with the Tree Officer. This committee notes the objection from a neighbour.

DC/25/1461

Moustows Cottage Henfield Common North Henfield West Sussex BN5 9RL

Demolition of the existing log cabin and erection of a new garden room and covered pergola. (Listed Building Consent).

Jo Mackinnon

No Objection – all agreed. Subject to the Conservation Officer's approval and in consultation with Tree Officer. This committee notes the objection from a neighbour

DC/25/1482

Jasmine House High Street Henfield West Sussex

Variation of condition 1 of previously approved application reference DC/24/1603 (Change of use to 4no. 1 bedroom flats, replacement of existing flat roof with hipped roof, replacement two storey rear extension and erection of single storey rear extension. (Full Application)) for amendments to the stair orientation, second floor layout, removal of art wall at first floor and rooflight.

Mrs K S Heague

This committee neither approves nor objects. This committee previously objected to the original planning application DC/24/1603 and DC/24/1604 and HDC granted approval and therefore this committee refers back to HDC.

DC/25/1550

Jasmine House, First Floor High Street Henfield West Sussex BN5 9HN

Changes to internal layout to create 4no 1-bedroom flats (alternative to consent ref: DC/24/1604) (Listed Building Consent).

Mrs K S Heague

This committee neither approves nor objects. This committee previously objected to the original planning application DC/24/1603 and DC/24/1604 and HDC granted approval and therefore this committee refers back to HDC.

DC/25/1554

Rushmear House Sandy Lane Henfield West Sussex BN5 9UX

Demolition of existing dwelling and erection of a replacement single storey dwelling.

Mr Marc Warren

This committee believes that the location plan is drawn incorrectly – the neighbouring stables were granted permission to be converted into holiday accommodation subject to being ancillary to Rushmear House and should therefore be shown within the red boundary in the plan.

The documents presented were, in the Committee's view, poor making comparison difficult, if not impossible, between existing layouts and elevations; the documents labelled 'Southern Water' and 'Eon' appeared to nothing other than a series of bills with redactions, rather than opinions on consumption relating to the new plans; there was something on solar without any indication in the plans whether solar panels would be integrated into the design and, if so, where they would be located; there was no water neutrality statement.

The Committee concluded that it could not give an opinion as there was not enough coherent information on which to make a decision.

DC/25/1582

20 Broomfield Road Henfield West Sussex BN5 9UB

Erection of a single storey front extension, a raised terrace to the rear, part garage conversion to ensuite shower room and alterations to fenestration.

Mr and Mrs Neil and Voirrey Turner

No Objection – all agreed.

DC/25/1649

5 The Hooks Henfield West Sussex BN5 9UY

Surgery to 1 x Horse Chestnut (Works to Trees in a Conservation Area).

Mrs Rosemary Titley

No Objection – all agreed. Subject to the HDC Tree Officer's approval and the work being carried out by a qualified and experienced tree surgeon.

7. APPEALS

There were none.

8. NEIGHBOURHOOD PLAN

The Chairman said that he was pleased that the smaller groups had begun looking at the Neighbourhood Plan (NHP). It was agreed that each group would produce a short report to be considered by the whole committee before a full report would be prepared. It was agreed that the report would reflect what has occurred in the last five years in planning especially in relation to the environment. The Chairman said that once the committee had finalised the report it would be useful to consult HDC's senior Neighbourhood Plan Officer.

9. CORRESPONDENCE

- 1 Rampion 2 Project Newsletter - this was noted.
- 2 HDC – Monthly Compliance Statistics September 2025 –this was noted.
- 3 Email from Sheddars to WSCC– this was noted.
- 4 HDC - Planning IT work - Sunday 19th October – this was noted.
- 5 HDC - Weekly List of compliance cases received 6-12.10.25 – this was noted.
- 6 DC/25/1649 – Report from Tree Warden - circulated 20.10.25– this was considered when planning application was discussed.
- 7 DC/25/1460 & 1461 – Objection from a Neighbour - circulated 20.10.25 – this was considered when planning applications were discussed.
- 8 London Gatwick's London Airspace South Airspace Change ACP-2018-60 – circulated 20.10.25 – Cllr Grossmith said that he had attended a meeting which had indicated that planes will no longer fly the exact same flight path as each other so creating a “fanned out” approach.

10. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

11. DATE OF NEXT MEETING

Thursday 6th November 2025.

The Meeting closed at 8.00pm.