



HENFIELD PARISH COUNCIL **PLANS ADVISORY COMMITTEE**

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

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

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

MINUTES

1. DECLARATION OF MEMBERS' INTERESTS

Cllr Jones declared a personal interest in DC/25/1825 as the applicant is known to her.

2. APOLOGIES

Were received from Cllr F Ayres.

3. APPROVAL OF MINUTES OF MEETING HELD 2ND NOVEMBER 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

One member of the public said he had lived in Kidders Lane since 1978. He was concerned that the Jack Dunckley site was no longer just a nursery but an industrial site. He said that large lorries arrived throughout the day and night. He added that he had tried to talk with the owners but that they had been unwilling. He gave the Chairman photos of the site in 2009 and in September 2025 to indicate the change in business activity, The Chairman said that this committee and HDC had had many dealings with applications for this site and was aware that problems had arisen. He added that Cllr J Potts had spent much time on site and with the owners. The resident said that the size of the proposed permanent café was 6 times the size of the current pop-up café. He agreed to submit his comments to HDC website and was advised to send photos as evidence

The member of public left the meeting at 7.14pm.

The Chairman said to the second member of public that he was aware that he had written a few months ago (DC/25/1825) and had been advised to liaise with HDC over planning permission which he had done. Cllr Grossmith said that he felt the application was out of keeping with the rest of the homes but not unattractive. Cllr Andrews said he felt that the proposed work would improve the visual look of the home. The member of public said that the boundary was an average of 24 inches from existing one and 19 inches from it at the shortest point.

The Chairman convened the meeting.

5. CHAIRMAN'S ANNOUNCEMENTS

There were none.

6. CONSULTATION ON PLANNING APPLICATIONS

The Chairman brought forward this application - DC/25/1825

1 The Daisycroft Henfield West Sussex BN5 9LH

Demolition of existing garden boundary and replacement with new garden wall along the property boundary.

Robert Seaford

No Objection – 5 agreed and 1 abstained.

The member of public left the meeting at 7.19pm.

CA/25/0140

Haycroft Cagefoot Lane Henfield West Sussex BN5 9HD

Fell 1 x Horse Chestnut and 1 x Apple. Surgery to 4 x Ash (Works to Trees in a Conservation Area)

Richard Sleep

No Objection – all agreed. Subject to the work being carried out by a qualified and experienced tree surgeon.

DC/25/1544

Moustows Cottage Henfield Common North Henfield West Sussex BN5 9RL
Relocation of existing heat pump (Householder Application) (Retrospective).

Jo Mackinnon

This Committee assumes that as the other application for Listed Building (DC/25/1545) has been withdrawn that this application was withdrawn also.

DC/25/1545

Moustows Cottage Henfield Common North Henfield West Sussex BN5 9RL
Relocation of existing heat pump (Listed Building Consent) (Retrospective).

Jo Mackinnon

This Committee notes that this application has been withdrawn and assumes that the other householder application (DC/25/1544) would also be withdrawn.

DC/25/1827

Oreham Manor Farm Oreham Common Henfield West Sussex BN5 9SB
Demolition of existing buildings and erection of 1No detached self-build dwelling with associated works.

Andy Barrott

No Objection – all agreed.

DC/25/1830

Birchfield Nursery Kidders Lane Henfield West Sussex BN5 9AB
Erection of a commercial building with offices, staff welfare and toilets (Retrospective).

Jack Dunkley

This Committee has concerns relating to the history of this site and is aware that works have previously been carried out without permission and notes that this application is retrospective. This committee feels that this application may improve the look of the site and that if HDC were minded to grant permission for this application that conditions should be applied to ensure that it remains ancillary to the running of the nursery not any other business and that the business and all deliveries should run during core business hours.

DC/25/1859

Truffles High Street Henfield West Sussex BN5 9DA
Removal of Condition 3 and 4 of previously approved application DC/25/0813 (Conversion of the rear cafe (Class E) to form 1no. residential dwelling (Class C3)) Relating to water neutrality.

Daisy Tompset

No Objection - all agreed. This committee notes that the withdrawal of conditions relating to Water Neutrality by Southern Water & HDC will take effect next year.

DC/25/1861

Chanctonbury Wheatsheaf Road Henfield West Sussex BN5 9AT
Erection of a two-storey side and single storey rear extension. Installation of front and rear dormers.

Josh Funnell

No Objection – all agreed.

7. APPEALS

8. NEIGHBOURHOOD PLAN

- 1 HNP Review 2025 – Biodiversity – this was noted. The Chairman said that he was aware that a number of smaller working groups had also already made a start on reviewing the various areas of NHP and he hoped that all documents could be looked at together in the New Year with a view to making them uniform in language and presentation.
Cllr Jones agreed to see whether she could get example documents and Cllr Andrews said that he felt that Billingshurst's NHP was well written and well laid out.

9. CORRESPONDENCE

- 1 Copy of Planning Breach Report email from resident – This was noted.
- 2 HDC - Jack Dunkleys Birchfield Nursery - EN/25/0345 – This was noted.
- 3 SDNPA - Consultation on Technical Advice Note (TAN): Retrofitting Historic Buildings for Energy Efficiency and Carbon Reduction – This was noted and it was agreed that this should be sent to Cllr Perry.

ACTION POINT: PA would send document to Cllr Perry.

- 4 HDC - Monthly Planning Compliance Team statistics for November – It was noted that this included planning application DC/24/1932.
- 5 HDC - Weekly List of Appeals Lodged 21 - 27 November – This was noted.

6 Taylor Wimpey proposal for 500 homes on the land at London Road in Henfield – The Chairman said that he would write to Taylor Wimpey and remind them that have previously attended a meeting of this committee and that other developers have also attended open meetings.

ACTION POINT: The Chairman would write to Taylor Wimpey’s representative.

7 Planning Inspectorate - Examination of the Horsham Local Plan 2023-2040 – This was noted.

10. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS

There were none.

11. DATE OF NEXT MEETING

Thursday 18th December 2025.

The meeting closed at 8.10 pm.