



HENFIELD PARISH COUNCIL PLANS ADVISORY COMMITTEE

Meeting of the Plans Advisory Committee on Thursday 20th August 2026 at 7:00pm in the Henfield Hall.

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

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

MINUTES

1. Declaration of Members' Interests

Cllr Jones declared a personal interest in CA/26/009.

2. Apologies

Were received from Cllrs Andrews and Goodyear.

3. Approval of Minutes of the meeting held on 16th July 2026

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

4. Matter Arising

Update on building work on Shoreham Road – The Chairman confirmed that this work was covered by an earlier planning application.

The Chairman adjourned the meeting.

Open Forum

There were no members of the public present.

The Chairman reconvened the meeting.

5. Chairman's Announcements

The Chairman had previously circulated the Submission for the Local Plan and it was agreed by all that this would be sent to HDC within the time frame.

6. Consultation on Planning Applications

DC/26/0724

14 Mallard Way Henfield West Sussex BN5 9HF

Demolition of conservatory and erection of a single storey rear extension.

Mr and Mrs D Maskell

No Objection – all agreed.

DC/26/1115

Church Cottage Church Street Henfield West Sussex BN5 9NT

Surgery to 1x Magnolia (Works to Trees in a Conservation Area)

Julia Richards

No Objection – all agreed.

DC/26/1126

Brookside Cottage Dagbrook Lane Henfield West Sussex BN5 9SH

Erection of an orangery to the side and rear elevations.

Mrs Carol Vaughn

No Objection – all agreed.

DC/26/1179

13 Parsonage Road Henfield West Sussex BN5 9JG

Erection of a single storey rear extension, erection of a front part, and partial garage conversion into habitable living space.

Mr Benjamin Naper

No Objection – all agreed.

CA/26/0083

Hillside House Windmill Lane Henfield West Sussex BN5 9UW

Fell 1x Portuguese Laurel, 1x Hawthorn, 1x Plum/Damson and 1x Bay. Surgery to 1x Holm Oak, 1x Portuguese Laurel, 1x Holly, 1x Conifer and to mixed and Eliganus hedges.

Tim Santry

No Objection – all agreed.

CA/26/0096

Patchings Nep Town Road Henfield West Sussex BN5 9DU

F 1 X Conifer Hedge (Works to Trees in a Conservation Area)

John Donaldson

No Objection – all agreed.

CA/26/0097

6 Stipenhoke Henfield Common North Henfield West Sussex BN5 9RW

F X 1 Lawson's Cypress (Works in a Conservation Area)

Angela Reid

No Objection – 3 agreed and 1 abstention.

WSSC/004/26

Cemex Small Dole Landfill, Henfield Road, Small Dole, BN5 9XJ

Proposed importation of inert restoration materials and reprofiling to provide an attenuation layer to mitigate the impact of climate change by improving long term sustainable management of leachate, temporary diversion of FP2774 and nature conservation, biodiversity and landscape improvements.

Cemex (UK) Operations Ltd

It was agreed that previous comments still stood and that the PA would write to this effect.

ACTION POINT: The PA would submit comments before deadline.

7. Appeals

Planning Inspectorate Reference: 6013156 (Written Representation by 10th September 2026)

Horsham District Council Reference: DC/26/0006

Land South of The Bowling Green The Daisycroft Henfield West Sussex BN5 9RN

Erection of 9no. detached dwellings with associated parking, landscaping, hardstanding, access and associated works.

Mr Chris Maunders

It was agreed that the same comments as previously made would be sent to the Planning Inspectorate.

ACTION POINT: The PA would submit comments to Planning Inspectorate before deadline.

8. Neighbourhood Plan and Local Plan

Submission from Henfield Parish Council – This was covered under Chairman's Announcements.

9. Correspondence

- 1 Evidence of Protected Bats & Hazel Dormice – Planning Ref: DC/24/1932 (Appeal Ref: APP/Z3825/W/25/3376143) – email trail - circulated 17 and 20.7.26 – This was noted.
- 2 AiRS - Horsham Housing Event June 2026 slides – circulated 20.7.26 – This was noted. It was agreed that when WSSC land is developed the Parish Council would adopt this approach with developers.
- 3 Mid Sussex District Plan (2021 - 2040) – circulated 30.7.26 – The chairman said that it included Sayers Common.
- 4 HDC -DC/21/2013 Parsonage Farm - Draft S106 Agreement – circulated 11.8.26 – This was noted
- 5 WSSC – Bus Service Improvement Plan (BSIP) – Mill Drive – circulated 3.8.26 – This was noted
- 6 Email trail in relation to Birchfield Nursery – circulated 3.8.26 and 6.8.26 – This was noted.
- 7 HDC - Monthly Planning Compliance Team statistics for July 2026 – This was noted
- 8 Sandgate Nursery - DC/23/0189 - S106 Agreement – circulated 5.8.26 – This was noted.

10. Any other Urgent Matters to be raised by Councillors

There were none.

11. Date of Next Meeting

Thursday 3rd September 2026.

The meeting closed at 7.36pm.