Henfield Parish Council

Plans Advisory Committee

Thursday 19th of November 2026 at 7:00pm

in the Henfield Hall.

Present: Cllrs R Shaw (Chairman), F Ayres, N Duncanson, and J Jones.
In Attendance: Mrs N Humphreys (Parish Administrator – PA).

Minutes

1. Declaration of Members' Interests

Cllr. Ayres declared a personal interest in DC/26/1746.

2. Apologies

Were received from Cllrs. Andrews, Goodyear, and Grossmith.

3. Approval of Minutes of the meeting held on 5th November 2026.

All approved them. They were signed and dated by the Chairman.

4. Matter Arising

a) Taylor Wimpey development – to receive an update on contact with Planning Consultant/Developer.

A response to requests for a meeting has been received from Emily Taylor, the Account Director at Meeting Place, on behalf of the developer.

She has confirmed that they would be happy to continue engaging with the committee as the plans progress. They believe it would be difficult to arrange a meeting before the application is submitted, given the timing, particularly as the plans are now largely finalised. However, they are happy to meet in the new year to talk through the submitted proposals and answer any questions and discuss the next steps in the planning process.

The Chairman confirmed that if the committee agreed he would write back to arrange a meeting in the new year. **ALL AGREED.**

Action Point: The Chairman will draft a response to Emily Taylor, to be sent by the Parish Administrator.

b) AiRS Housing Working Group meeting – to receive and update on arrangements for a meeting in January.

The Chairman confirmed that arrangements have been made for a representative from AiRSS, Graham Maunders, to attend the Plans Advisory Committee meeting on the 7th of January at 6pm.

Action Point: The Chairman will be speaking with Graham to discuss the content of the meeting in the next week.

c) Southdown House – Scaffolding concerns – Update circulated 10/11/2026.

The Chairman confirmed that West Sussex County Council (WSCC) have spoken with the Scaffolder at Southdown House and determined that the previous licence had expired. The Scaffolder informed them that they will require the scaffold to stay insitu for a longer period and they have now submitted a new licence application. The period of cover has been extended until 12th December. It is unknown if a further extension will be required, this will depend on whether the builders have finished repairs by then.

d) Luccombe Oak, Mill Drive – to receive an update on WSCC Tree Survey – Circulated 12/11/2026.

The Chairman confirmed that the Parish Administrator completed an online request with West Sussex County Council (WSCC), for the tree to be investigated. WSCC have replied to advise that their Highways team inspected the site, and photos were taken on the 10/11/2026. The enquiry will now be forwarded over to the 'arbs; to inspect and arrange any works necessary at this location.

Open Forum

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

5. Chairman's Announcements

There were none.

6. Consultation on Planning Applications

DC/26/0143

Erection of 3 buildings (D, E & F), reposition PD Building C, provision of a formal parking and turning layout to serve all units along with dedicated internal access to land to the rear, the use of Buildings C, D & E for variable B8 and E(g) use, Building F for variable B8, E(d), and E(g) use and for all Buildings (A, B, C, D, E & F) and all units to be capable of being used independently of each other.

Hollinger, Marthas Barn Warehouse Wheatsheaf Road Henfield West Sussex BN5 9AX

Mr Laxley Pennant

It was noted that this application has been resubmitted with minimal additional/changed plans, post the original decision.
Objection remains by all and all agree with Horsham District Councils original decision and reasons for objection.

Action Point: The Chairman will prepare a representation to the Planning Inspectorate, to be submitted by the 14th of December, and the Parish Administrator will submit it.

DC/26/1655

Loft conversion with installation of roof rear dormer and front lights.

2 Hudson Way, BN5 9FD

Mr Toms

No Objection – All approve.

DC/26/1692

Prior Notification for the erection of an agricultural storage barn.

Oreham Manor Farm, Oreham Common

Mr Andy Barrott

It was noted that this is prior notification and for information only at this time.

DC/26/1697

Construction of first floor rear dormer windows and increase in height to existing front dormer window, demolition of garage and erection of side garage with solar / PV panels to the rear roof slope and associated alterations.

Millfields Henfield Common South Henfield West Sussex BN5 9RS

Mr Peter Booth

No Objection – All approve.

DC/26/1720

Change of existing paddock/field to residential curtilage and erection of a detached garage and associated works.

Pokerlee, Dagbrook Lane, Henfield, West Sussex, BN5 9SH

Mr & Mrs Kristian and Charlotte Hall

No Objection – All approve.

DC/26/1731

Surgery to 1 Beech, 2 x Holly, 5 x Sycamore, 1 x Common Yew, 2 x Chestnut, 1 x Hornbeam, 1 x Ash and 1 Group of Holly/False Acacia (TPO 0693)

4 The Laurels, Henfield, West Sussex, BN5 8RQ

Mr Jeff Streater

No Objection – All approve.

DC/26/1746

Replacement of front and rear windows.

Henfield Club, High Street, Henfield, West Sussex, BN5 9HD

Mr Rob Laughton

No Objection – Three approved and one abstained due to declaration of interest.

7. Appeals

DC/26/0717

Erection of a two-storey rear extension.

Cibses Cottage Kidders Lane Henfield West Sussex BN5 9AB

Mr Sean Bidwell – The appeal is dismissed. – Circulated 12/11/2026 – **This was noted.**

8. Neighbourhood Plan and Local Plan

There were no updates.

9. National Planning Framework:

There were no updates.

10. Correspondence

HDC – Compliance complaints – EN/26/0393, Land at 521524 114643 New Barn Lane, Henfield – Circulated 12/11/2026. – **This was noted.**

11. Any other Urgent Matters raised by Councillors.

There were none.

12. Date of Next Meeting

Thursday 3rd December 2026 at 7pm.

The meeting closed at 7.35pm.