

**HENFIELD PARISH COUNCIL**  
**PLANS ADVISORY COMMITTEE**

**Meeting of the Plans Advisory Committee**  
**held on Thursday 19th August 2021 at 7:00pm in the Garden Room, Henfield Hall**

**Present** – Cllrs N Stevens (Chairman), A Donoghue, M Eastwood, E Goodyear and R Shaw

**In Attendance**- Cllr M Morgan and Mrs B Samrah (Parish Administrator)

**AGENDA**

**1. DECLARATION OF MEMBERS' INTERESTS**

Cllr Goodyear declared as personal interest in Planning Application DC/21/1123 as the applicant is known to her.

**2. APOLOGIES**

Were received from Cllrs G Perry and J Potts.

**3. APPROVAL OF MINUTES OF MEETING HELD ON 5<sup>TH</sup> AUGUST 2021**

These were approved and signed by the Chairman.

**4. MATTERS ARISING**

There were none.

*The Chairman adjourned the meeting.*

**OPEN FORUM**

The Chairman thanked Cllr Morgan for coming to the meeting to explain the role that Parish Councils can play in making sure that Enforcement matters are brought to the attention of HDC as soon as possible.

In Summary Cllr Morgan said the following:-

- Agricultural land cannot be used for the grazing of horses.
- Enforcement Officers can come to take a look in a matter of hours if necessary and would rather prevent a breach occurring than have it rectified at a later date
- If Parish Councils report compliance issues, it adds weight to the matter
- Residents must be encouraged to be vigilant and report direct to HDC
- Parish Councils can monitor sites and report any concerns as soon as possible
- HDC release Compliance complaints each week, but do not always report findings
- The Clerk had previously issued a statement to residents about compliance issues

*The Chairman reconvened the meeting.*

**7. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

**8. CONSULTATION ON PLANNING APPLICATIONS**

DC/21/1123

11 Batts Drive, Henfield, West Sussex. BN5 9TX

Erection of a double garage to front of site and construction of dropped kerb.

Mr Geoffrey Catt

**No objection – all agreed. Subject to it remaining ancillary to the main building.**

DC/21/1158

7 Batts Drive, Henfield, West Sussex. BN5 9TX

Fell 1 x Monterey Pine

John Perry

**Objection - all agreed. The tree is currently under a TPO and there is no arboriculture report.**

DC/21/1262

Land Parcel at 520673 116136 Station Road, Henfield, West Sussex.

Erection of two semi-detached dwellings

Mr and Mrs Seet and Patti Gurprashad

**No Objection – all agreed.**

DC/21/1388

Oreham Manor Farm, Oreham Common, Henfield, West Sussex. BN5 9SB

Application to confirm use as a self-contained dwelling, at 'The Stables', for a period of four continuous years previous (Lawful Development Certificate - Existing).

Andy Barrott

**The committee has no evidence to either confirm or oppose this application.**

DC/21/1428

Burchett and Hards Ltd, Station Road, Henfield, West Sussex. BN5 9UP

Demolition of existing buildings and erection of detached three-storey building containing 8 flats, together with associated amenity space, car parking, refuse and recycling store and bicycle store.

Mr S Baker

**No Objection – all agreed. Subject to a contamination survey in relation to previous usage of the land.**

DC/21/1459

Land To The North of Horn Lane, Henfield, West Sussex. BN5 9SD

Proposed vehicular access.

Mr Rayward

**NO Objection - all agreed.**

DC/21/1470

Budgens, High Street, Henfield, West Sussex. BN5 9DB

Display of 2no. externally illuminated fascia signs, non-illuminated window signage and frontage signs (Retrospective).

Mr D Knight

**Objection – all agreed. The Committee deemed that the proposed signage is contrary to HDPF 14.2 and 14.3 as signage and window treatment does not retain a traditional look and feel; are not of appropriate size; and are detrimental to the visual amenity of the conservation area; and Parish Design Statement Policy C3 – shop signs should be discreet and use traditional lettering forms practised by a sign writer. The Committee supports the compliance officer's comments**

DC/21/1516

The Sycamores Shoreham Road Small Dole Henfield West Sussex BN5 9YG

Erection of a single storey front infill extension between the existing house and existing detached garage.

Mr and Mrs Spearing

**No Objection – all agreed.**

DC/21/1523

Pentland, New Hall Lane, Small Dole, Henfield, West Sussex. BN5 9YH

Erection of a detached two-storey dwellinghouse.

Mr and Mrs Mayoss

**No Objection – all agreed.**

DC/21/1591

Holroyds, Upper Station Road, Henfield, West Sussex. BN5 9PL

Erection of a single storey side extension and two-storey rear extension.

Mr and Mrs E Daly

**No Objection – all agreed.**

DC/21/1617

172 Wantley Hill Estate, Henfield, West Sussex. BN5 9JN

Loft conversion with construction of rear dormer and installation of front rooflights.

Mr and Mrs Cummins

**No Objection – all agreed**

DC/21/1654

Crosswinds, 4 Henfield Common North, Henfield, West Sussex. BN5 9RL

Demolition of existing garage and erection of two storey side extension.

Mr and Mrs Darrel and Caroline Clews

**The Committee wants to defer a decision until their next meeting (2<sup>nd</sup> September 2021) as neither the Design and Access nor the Heritage Statements were accessible on the website.**

DC/21/1683

26 Lower Faircox, Henfield, West Sussex. BN5 9UT

Erection of a single storey side garage and a single storey rear extension.

Mr Martin Skinner

**No Objection - all agreed.**

**9. APPEALS**

There were none

**10. CORRESPONDENCE**

- 1 Compliance Complaints – This was noted.
- 2 Applications Determined – This was noted.

**11. ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

Cllr Eastwood said that there would be four workshops run by HDC to get District and Parish Councillors together and see how decision making works with regards sites. It is likely to be the second week in September. Cllr Stevens felt that at least he and Cllr Shaw should attend.

**12. DATE OF NEXT MEETING**

7pm on 2<sup>nd</sup> September 2021 in the Henfield Hall

The Meeting closed at 7.48pm