



Mr Ben Kirk
Promethean Planning Ltd
Suite 114
26 The Hornet
Chichester
West Sussex
PO19 7BB

**The Slips West End Lane Henfield West Sussex
Change of use of the land for the stationing of 4no. gypsy and traveller static caravans for
residential purposes and 4no. associated dayrooms.**

Your application DC/25/1700 has now been determined and I enclose the decision notice. The decision notice contains important information. Please take a moment to read it as further action may be required.

Conditions

Before you start work, information must be submitted for any conditions that require discharge before development can begin. The decision notice will set out what information need to be sent.

Biodiversity Net Gain Condition

Please note the requirement within the Environment Act 2021 for development to deliver a minimum of 10% net gain in biodiversity may be applicable to your development. In the event your development is required to achieve a minimum 10% net gain in biodiversity then a Biodiversity Net Gain Condition (separate to the main list of conditions) will appear on your decision notice requiring the submission of a Biodiversity Gain Plan for approval prior to development commencing.

Failure to discharge conditions before commencing development could result in the development being unlawful or enforcement action being taken. You can notify us of your intention to initiate development by completing a pre-commencement notification which will help us to monitor your development. There is no fee to use this service. To do this, or for further information about discharging planning conditions, visit us online at horsham.gov.uk/planning/discharging-a-planning-condition

Community Infrastructure Levy (CIL)

If this development is CIL liable, the requirements of CIL must be met before you start work. Failure to do so could result in additional financial penalties. For further information relating to CIL visit horsham.gov.uk/planning/planning-policy/community-infrastructure-levy/cil-charges-and-how-to-pay

If you have any questions about the decision notice, you can call us and speak to a member of the team on 01403 215187 between 9AM - 5PM, Monday to Friday.

If you are acting as the planning agent for this application, please ensure that the applicant is given a copy of the decision notice and this letter.

Yours Sincerely,
Development Management



Mr Ben Kirk
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Application Number: DC/25/1700

TOWN AND COUNTRY PLANNING ACT, 1990 (as amended)
TOWN AND COUNTRY PLANNING (Development Management Procedure) (England) Order 2015

On behalf of: Mr S Tingey

In pursuance of their powers under the above-mentioned Act and Order, the Council hereby notify you that they **PERMIT** the following development, that is to say:

Change of use of the land for the stationing of 4no. gypsy and traveller static caravans for residential purposes and 4no. associated dayrooms.

The Slips West End Lane Henfield West Sussex

to be carried out in accordance with Application No. DC/25/1700 submitted to the Council on 21/10/2025 and subject to compliance with the plans/documents and conditions specified hereunder.

Emma Parkes
Head of Development and Building Control

Date: 18/06/2026

- 1 **Plans Condition:** The development hereby permitted shall be carried out in accordance with the approved plans listed in the schedule below.

SCHEDULE OF PLANS/DOCUMENTS

Plan Type	Description	Drawing Number	Received Date
Supporting Docs	GCN Report Technical Report by SureScreen Scientifics dated 25.04.206	493-2025	21.10.2025
Supporting Docs	Tree Planning Report & Arboricultural Method Statement by David Archer Associates dated September 2025	Revision A_26.01	21.10.2025
Supporting Docs	Preliminary Ecological Appraisal and Roost Assessment by Arbtech dated 16 January 2026	NONE	21.10.2025

Plans	Refuse, Boundary & Surfacing	2412WE_100 REV 000	21.10.2025
Supporting Docs	Drainage Strategy by aegaea dated 08/01/2026	AEG6874_BN5_He nfield_07 Issue 5	21.10.2025
Elevation & Floor plan	Day Room	2412WE_101 REV 000	21.10.2025
Block plan	Block Plan	2412WE_001 REV 002	05.12.2025
Location plan	Location Plan	2412WE_000 REV 000	21.10.2025
Location plan	Location Plan	2412WE_R5_000	21.01.2026

Reason: For the avoidance of doubt and in the interest of proper planning.

- 2 The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 3 **Pre-Commencement Condition:** No development shall take place until full details of all hard and soft landscaping works shall have been submitted to and approved, in writing, by the Local Planning Authority. The details shall include plans and measures addressing the following:

- a) Details of all existing trees and planting to be retained.
- b) Details of all proposed trees and planting, including schedules specifying species, planting size, densities and plant numbers and tree pit details.
- c) Details of all boundary treatments.
- d) Details of all hard surfacing materials and finishes.

The approved landscaping scheme shall be fully implemented in accordance with the approved details within the first planting season following the first occupation of any part of the development.

Any trees or plants which, within a period of five years from completion of the development, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless otherwise agreed in writing by the Local Planning Authority.

Reason: As this matter is fundamental to ensure a satisfactory development that is sympathetic to the landscape and townscape character and built form of the surroundings, and in the interests of visual amenity in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 4 **Pre-Commencement Condition:** No development shall take place until a Habitat Management and Monitoring Plan (the HMMP), prepared in accordance with the Biodiversity Gain Plan and including:

- a) a non-technical summary;
- b) the planned habitat creation and enhancement works to create or improve habitat to achieve the biodiversity net gain in accordance with the Biodiversity Gain Plan; and

- c) the management measures to maintain habitat in accordance with the Biodiversity Gain Plan from the completion of development.

has been submitted to, and approved in writing by, the Local Planning Authority.

The created and/or enhanced habitat specified in the approved HMMP shall be managed and maintained in accordance with the approved HMMP. Any proposed or retained planting, which within a period of 5 years after the completion of development, dies, is re-moved, or becomes seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason: As this matter is fundamental to ensure the development delivers a biodiversity net gain on site in accordance with Schedule 7A of the Town and Country Planning Act 1990 and Policy 31 of the Horsham District Planning Framework (2015).

- 5 **Pre-Commencement Condition:** No development shall take place until a Biodiversity Enhancement Layout for the enhancements identified in the Preliminary Ecological Appraisal and Roost Assessment (Arbtech Consulting Ltd., January 2025) and Badger Activity Survey (Arbtech Consulting Ltd., April 2025) have been submitted to and approved in writing by the Local Planning Authority. The layout shall include:

- a) Detailed designs or product specifications; and
- b) Locations, orientations and installation heights on appropriate drawings.

The enhancement measures shall be implemented in accordance with the approved details prior to occupation and all features shall be retained in that manner thereafter.

Reason: As this matter is fundamental to enhance protected and Priority species & habitats and in accordance with Policy 31 of the Horsham District Planning Framework (2015).

- 6 **Pre-Commencement Condition:** No development shall take place, including site clearance or the bringing of materials or machinery onto the site, until tree protective fencing has been erected in full accordance with Section 6 of BS 5837:2012 around all trees shown for retention on drawing no. 2412WE_R5_001 and any off-site trees whose root protection areas extend into the site.

The fencing shall be maintained for the duration of construction works. No materials, machinery, spoil, or chemicals shall be stored or used within the protected areas.

Reason: As this matter is fundamental to ensure the successful and satisfactory protection of important trees and hedgerows on the site in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 7 **Pre-Commencement Condition:** No development shall commence until a Landscape Management Plan (LMP) for a minimum period of five years has been submitted to and approved in writing by the Local Planning Authority. The LMP shall include:

- Plans showing the areas covered by the LMP;
- Maintenance schedules for soft and hard landscaping;
- Maintenance of SuDS landscaping features;
- Replacement planting procedures; and
- Monitoring and review mechanisms.

The development shall thereafter be managed in accordance with the approved LMP.

Reason: As this matter is fundamental to ensure a satisfactory development that is sympathetic to the landscape and townscape character and built form of the surroundings, and in the interests of visual amenity in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 8 **Pre-Commencement (Slab Level) Condition:** No development above ground floor slab level of any part of the development hereby permitted shall take place until a schedule of materials and finishes and colours to be used for external walls, window and roofs of the proposed day rooms and cycle/bin stores has been submitted to and approved in writing by the Local Planning Authority. The development shall take place in accordance with the agreed details.

Reason: To enable the Local Planning Authority to control the detailed appearance of the development in the interests of visual amenity, in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 9 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until the parking, turning and access facilities have been provided in accordance with the approved plans. The parking, turning and access facilities shall be retained as such thereafter.

Reason: In the interests of road safety and in accordance with Policy 40 of the Horsham District Planning Framework (2015).

- 10 **Pre-Occupation Condition:** No part of the development hereby permitted shall be occupied until provision for the storage of refuse and recycling has been made for that dwelling (or use) in accordance with drawing numbers 2412WE_R5_100 and 2412WE_R5_001. These facilities shall thereafter be retained for use at all times.

Reason: To ensure the adequate provision of recycling facilities in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 11 **Regulatory Condition:** The development shall be carried out in full accordance with the approved Drainage Strategy (Ref: AEG6874_BN5_Henfield_07, Issue 5) and the Drainage Engineer's response to Horsham District Council dated 20/02/2026 (email correspondence from Promethean Planning to the Case Officer), unless otherwise agreed in writing by the Local Planning Authority.

Reason: As this matter is fundamental to ensure that the development is properly drained and to comply with Policy 38 of the Horsham District Planning Framework (2015).

- 12 **Regulatory Condition:** No external lighting or floodlighting shall be installed other than with the permission of the Local Planning Authority by way of formal application.

Reason: In the interests of the amenities of the locality and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 13 **Regulatory Condition:** All works shall be carried out in full accordance with the submitted Tree Planning Report and Arboricultural Method Statement (Revision A, 26.01.26).

Reason: To ensure the successful protection of retained trees in accordance with Policies 30 and 33 of the Horsham District Planning Framework (2015).

- 14 **Regulatory Condition:** All mitigation and enhancement measures shall be carried out in accordance with the Preliminary Ecological Appraisal and Roost Assessment (Arbtech Consulting Ltd., January 2025), Badger Activity Survey (Arbtech Consulting Ltd., April 2025) and the Precautionary Method Statement for reptiles.

Reason: To safeguard protected species and habitats in accordance with Policy 31 of the Horsham District Planning Framework (2015) and Section 40 of the NERC Act 2006.

- 15 **Regulatory Condition:** This permission does not authorise use of the land as a caravan site by any persons other than Gypsies and Travellers, as defined in Annex 1 of Planning Policy for Traveller Sites (Department for Communities and Local Government 2015).

Reason: To enable the Local Planning Authority to control the use of the site and in accordance with Policy 21, Policy 22 and Policy 23 of the Horsham District Planning Framework (2015).

- 16 **Regulatory Condition:** No more than 4 caravans (of static or mobile home type), as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968 (or any Act revoking or re-enacting these Acts), shall be stationed on the site at any time. There shall be no more than four (4) touring caravans stationed on site at any time and these shall not be occupied by any person at any time whilst stationed on the application site.

Reason: To avoid an overcrowded appearance and to secure satisfactory standards of space and amenity and to enable the Local Planning Authority to control the use of the site, in accordance with Policy 21, 22, 23 and 26 of the Horsham District Planning Framework (2015).

- 17 **Regulatory Condition:** No industrial, commercial or business activity shall be carried on from the site, including the storage of materials.

Reason: To safeguard the amenities of the locality in accordance with Policies 32 and 33 of the Horsham District Planning Framework (2015).

- 18 **Regulatory Condition:** No vehicle over 3.5 tonnes shall be stationed, parked or stored on the site.

Reason: To safeguard the amenities of the locality in accordance with Policies 32 and 33 of the Horsham District Planning Framework (2015).

- 19 **Regulatory Condition:** The development hereby permitted shall limit the water usage of each pitch to no more than 110 litres per person per day. The subsequently installed water limiting measures shall thereafter be retained.

Reason: To limit water use in order to improve the sustainability of the development in accordance with Policy 37 of the Horsham District Planning Framework (2015), and to avoid an adverse impact on the Arun Valley SACSPA and Ramsar sites in accordance with Policy 31 of the Horsham District Planning Framework (2015), Paragraph 193 of the National Planning Policy Framework (2024), and to allow the Local Planning Authority to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), and s40 of the NERC Act 2006 (Priority habitats & species).

- 20 **Regulatory Condition:** Within three months of the date of this decision a fire hydrant(s) to BS 750 standards or stored water supply (in accordance with the West Sussex Fire and Rescue Guidance notes) shall be installed, connected to a water supply with appropriate pressure and

volume for firefighting, and made ready for use in consultation with the WSCC Fire and Rescue Service. The hydrant(s) or stored water supply shall thereafter be retained as such.

Reason: In accordance with fire and safety regulations in accordance with Policy 33 of the Horsham District Planning Framework (2015).

21 **Regulatory Condition:** There shall be no burning on site at any time.

Reason: To safeguard the amenities of the locality in accordance with Policies 32 and 33 of the Horsham District Planning Framework (2015).

Note to Applicant

1. *Riparian Responsibilities and Watercourse Maintenance*

The applicant is advised that the ditch along the northern boundary is an ordinary watercourse for which the landowner is the Riparian Owner. The watercourse associated culvert beneath the access, and any outfall relied upon for the site drainage must be maintained, kept clear of obstruction, and managed to ensure the free flow of water at all times. Failure to maintain the watercourse may increase flood risk or result in blockage of the drainage outfall. Ongoing maintenance is the responsibility of the landowner.

2. *Ordinary Watercourse Consent*

The applicant is advised that works within, adjacent to, or affecting an ordinary watercourse (including culverting, outfalls, or alterations to flow) may require Ordinary Watercourse Consent from West Sussex County Council as the Lead Local Flood Authority. This consent is separate from planning permission and must be obtained before such works are undertaken.

3. *Environmental Permit*

The applicant is advised that, in addition to planning permission, an Environmental Permit may be required from the Environment Agency for any discharge of treated foul water to ground or to a surface water body. The applicant should contact the Environment Agency directly to confirm permitting requirements prior to installation of any non-mains drainage system.

4. *Sustainable Water Management*

The applicant is encouraged to consider the incorporation of rainwater harvesting and water re-use measures within the development to support sustainable water management and reduce surface water discharge, in accordance with national sustainable drainage objectives.

Note to Applicant

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission is Horsham District Council.

This permission will require the submission and approval of a Biodiversity Gain Plan before development is begun.

For guidance on the contents of the Biodiversity Gain Plan that must be submitted and agreed by the Council prior to the commencement of the consented development please see the link:

Submit a biodiversity gain plan - GOV.UK (www.gov.uk).

Statutory exemptions and transitional arrangements

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at <https://www.gov.uk/guidance/biodiversity-net-gain>.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat Regulations 2024)) there are additional requirements for the content and approval of Biodiversity Gain Plans.

Note to Applicant

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

ADDITIONAL INFORMATION

Planning Permission – Important Provisos

If planning permission has been granted, please note that your Notice of Decision refers only to consideration of your proposal under the Town and Country Planning Acts. It is not a building regulations approval and does not mean that you can disregard other Acts of Regulations or avoid any other legal obligations. Some of these obligations, of particular relevance to your proposal are referred to elsewhere in this note. Before you proceed with your proposal you should ensure that a Building Control application is not required or has been submitted. The Building Control Department can be contacted on 01403 215151.

If this permission relates to new dwellings, commercial premises or other buildings which will require a new postal address you should contact the Council's Street Naming & Numbering Department as soon as possible or before work commences on site. Further details are available on the Street Naming page on the Council's website or alternatively e-mail streetnaming@horsham.gov.uk or telephone 01403 215139.

It is the responsibility of the developer to provide bins for the development. If you are a developer and need to purchase bins, please email hop.oast.admin@horsham.gov.uk.

It must be stressed that the information included on this Notice of Decision may not include all your legal obligations, and it does not grant you rights to carry out works on or over lands, or to access land that is not within your control or ownership.

Amendments

Should alterations or amendments be required to the approved plans, it will be necessary to apply either under Section 96A of the Town and Country Planning Act 1990 for non-material alterations, or under Section 73 of the Act for minor material alterations. An application must be made using the standard application form and you should consult with us, to establish the correct type of application to be made.

Monitoring

Horsham District Council monitors the implementation of planning permissions. Please be aware that monitoring officers may visit the application site at various stages of the development to ensure compliance with the approved plans and conditions.

Right of Appeals

If you are aggrieved by the decision to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990.

You must appeal within 12 weeks of the date of the decision notice for a householder application or 'minor commercial' (shop front) development, and within 6 months for other types of planning applications. There are different timescale – usually 28 days – if an enforcement notice is/has been served for the same (or very similar) land and development. Please note, only the applicant possesses the right of appeal.

Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before submitting the appeal. Further details are at <https://www.gov.uk/government/collections/casework-dealt-with-by-inquiries>.