

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO: Shazia Penne
FROM:	Highways, WSCC
DATE:	19/05/2026
LOCATION:	Barclays Bank Ltd, 84 High Street, Billingshurst, RH14 9QS
SUBJECT:	DC/26/0651 Prior Notification for Change of Use of Class E space to form 4 apartments to the rear of ground and first floor only.
DATE OF SITE VISIT:	N/A
RECOMMENDATION:	Advice

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

WSCC in its role as Local Highway Authority (LHA) has been consulted on highway matters by the Local Planning Authority (LPA) for the proposed prior approval for change of use of Class E space to form 4 apartments to the rear of ground and first floor only. The site is located on High Street, a C-classified road subject to a speed restriction of 20 mph.

Under the current General Permitted Development Order (GPDO), it is permitted development to change use from Class E to residential subject first to prior approval being granted. As part of the prior approval process, there are a number of matters to be considered. This includes matters relating to highways and transport. However, the GDPO is quite clear as to what highways matter can be considered, namely whether the proposal is likely to result in a material increase or material change in the character of traffic in the vicinity of the site.

No traffic flow information has been provided with the current application; however, Class E uses such as this tend to generate greater material movements than residential. Therefore, the LHA does not anticipate that material movements associated with the site will exceed that of the existing use.

An inspection of collision data provided to WSCC by Sussex Police from a period of the last five years reveals no recorded collisions within the vicinity of the existing site access. Therefore, there is no evidence to suggest the existing site access has been operating unsafely, or that the proposals would exacerbate an existing safety concern.

The plans demonstrate six car parking spaces to the rear of the site to serve this development, and this would be in accordance with WSCC Parking Standards for a development of this size and location. On-site turning appears achievable, allowing cars to exit the site in a forward gear. Provision for the secure parking of eight bicycles has also been demonstrated.

In summary, the prior approval is considered acceptable in highway terms.

Kyran Schneider
West Sussex County Council – Planning Services