



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0034

14 Broomfield Drive, Billingshurst, West Sussex, RH14 9TJ

DESCRIPTION:

Change of use of the existing residential dwelling (Use Class C3) to allow for mixed use as dwelling and childminding, with an erection of a cabin to the rear to replace the existing summerhouse.

RELEVANT PLANNING HISTORY:

None Relevant

DESCRIPTION OF THE SITE

The application site comprises a two-storey semi-detached dwelling located within the built-up area of Billingshurst on Broomfield Drive. The property benefits from a long rear garden, within which there is an existing summerhouse positioned toward the rear boundary.

The surrounding area is residential in character, consisting predominantly of similar semi-detached and terraced dwellings set within defined plots. The site is accessed directly from Broomfield Drive, an unclassified residential road subject to a 30mph speed limit. The surrounding pattern of development includes outbuildings and garden structures of varying scales.

DESCRIPTION OF THE APPLICATION

The application seeks planning permission for the change of use of the existing dwellinghouse (Use Class C3) to allow a mixed use comprising residential use and a small-scale childminding business. The proposal also includes the erection of a detached cabin within the rear garden to replace the existing summerhouse, which would be used in connection with the childminding operation.

The childminding use would operate on a part-time basis between 08:30 and 17:30 Monday to Friday, with no weekend or overnight care proposed. The use would be operated by the occupier of the dwelling and would accommodate a maximum of nine children at any one time, with drop-off and pick-up times managed to minimise disturbance.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 1 - Strategic Policy: Sustainable Development

Policy 2 - Strategic Policy: Strategic Development

Policy 7 - Strategic Policy: Economic Growth

Policy 9 - Employment Development

Policy 31 - Green Infrastructure and Biodiversity

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 38 - Strategic Policy: Flooding

Policy 40 - Sustainable Transport

Policy 41 - Parking
Policy 42 - Strategic Policy: Inclusive Communities
Policy 43 - Community Facilities, Leisure and Recreation

Billingshurst Neighbourhood Plan:

Policy Bill 1 - Billingshurst Built-Up Area Boundary
Policy Bill 2 – Housing Design and Character
Policy Bill 10 – Flexible Workspaces

Parish Design Statement:

Billingshurst Parish Design Statement

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk

Consultations:

HDC Environmental Health: No Objection, conditions recommended.

WSCC Highways: No Objection. The LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

Southern Water: No Objection.

Representations:

1 representation was received in support of the application.

Parish Comments:

Billingshurst Parish Council: No Objection – Neutral.

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT

Principle of Development:

Policy 1 of the HDPF sets out a presumption in favour of sustainable development, supporting proposals that contribute to the economic, social and environmental objectives of the district. Policy 7 supports sustainable economic growth, including small-scale business uses, whilst Policy 43 supports the provision and retention of community facilities, including childcare provision.

The proposal seeks a mixed use of an existing dwellinghouse to facilitate a small-scale childminding business. This represents a form of home-working and localised employment, which is generally supported in principle where it remains compatible with the surrounding residential environment and would not result in unacceptable harm.

The site is located within the built-up area of Billingshurst, where development is acceptable in principle subject to compliance with relevant policies. In this regard, Policy Bill 1 of the Billingshurst Neighbourhood Plan supports development within the defined built-up area boundary, and Policy Bill 10 supports flexible working, and small-scale employment uses within residential areas, provided that they do not adversely affect the amenity of neighbouring occupiers or highway safety.

The proposed use would remain ancillary to the primary residential use of the dwelling, being operated by the occupier and limited in scale. The proposal would also contribute positively toward the provision of childcare facilities within the local area, supporting the needs of the community and aligning with the social role of sustainable development as set out in the NPPF.

The proposal would not result in the loss of a residential dwelling with the nature and intensity of the use not considered out of keeping with the overall residential character of the site. In principle, the development is considered to be acceptable in principle and compliant with Policies 1, 7 and 43 of the HDPF, together with Policies Bill 1 and Bill 10 of the Billingshurst Neighbourhood Plan.

Design and Appearance:

Policy 32 and Policy 33 of the HDPF require development to achieve a high standard of design and to respect the character and appearance of its surroundings. Policy Bill 2 of the Billingshurst Neighbourhood Plan similarly requires development to respond positively to local character.

The proposed cabin would be located within the rear garden and would replace an existing summerhouse. As shown on the submitted plans, the structure would be modest in scale and of a design and form typical of domestic outbuildings commonly found within residential gardens.

Given its siting to the rear of the property, the cabin would have limited visibility from the public realm and would not result in any material harm to the character or appearance of the surrounding area. The use of the building in connection with a small-scale childminding operation would not materially alter the residential character of the site or wider street scene. Accordingly, the proposal is considered to comply with Policies 32 and 33 of the HDPF and Policy Bill 2 of the Billingshurst Neighbourhood Plan.

Residential Amenity:

Policy 33 of the HDPF requires development to protect the amenity of existing residents, ensuring that proposals do not result in unacceptable harm by way of noise, disturbance, overlooking, overbearing impact, or light pollution. Policy Bill 2 of the Billingshurst Neighbourhood Plan also seeks to ensure that development does not result in unacceptable impacts on neighbouring amenity.

The proposed use is small-scale in nature, with a maximum of nine children at any one time and would operate only during daytime hours on weekdays. The use would be managed by the resident and would take place within the dwelling and associated garden area, including the proposed cabin.

Whilst there is potential for some increase in activity and associated noise, this is not considered to exceed what could reasonably be expected within a residential environment. Conditions are recommended to restrict the number of children and hours of operation, and these controls will ensure that the use does not intensify to a level that would result in unacceptable harm to neighbouring amenity. The proposal is therefore considered to comply with Policy 33 of the HDPF and Policy Bill 2 of the Billingshurst Neighbourhood Plan.

Highways Impacts:

Policy 40 of the Horsham District Planning Framework requires development to provide safe access for

all users, avoid severe impacts on the operation of the highway network, and promote sustainable modes of travel. Policy 41 seeks to ensure that development provides appropriate levels of vehicle and cycle parking in accordance with adopted standards and does not result in overspill parking or highway safety concerns.

The proposal would not result in any changes to the existing access arrangements. The childminding use would generate additional vehicle movements associated with drop-off and pick-up. The level and duration of these trips, which are likely to be linked to existing vehicle movements in the vicinity of the site, would not be significant and would not be of a frequency or number which would be expected to result in adverse impacts on the highway network, highway safety or neighbouring amenity. It is noted that the submission sets out that drop-offs and pick-ups would be managed through staggered timings, and given the sustainable location of the site there is also potential for use of sustainable modes of transport.

The Local Highway Authority has raised no objection to the proposal and there are considered to be no reasons to take a different view. The development is therefore considered to comply with Policies 40 and 41 of the HDPF.

Water Neutrality:

A 2021 Position Statement from Natural England identified that it could not be concluded with the required degree of certainty that new development in the Sussex North Water Supply Zone would not have an adverse effect on the integrity of the Arun Valley SAC, SPA and Ramsar sites. As a consequence, and to comply with the legal duties set out in the Conservation of Habitats and Species Regulations 2017 (known as the Habitat Regulations), all new development since has been required to demonstrate water neutrality.

On 31st October 2025 Natural England formally withdrew the 2021 Position Statement, citing a package of measures that they were satisfied would safeguard the Arun Valley sites. Principal amongst these measures is a reduction in the Southern Water abstraction licence 'by March 2026'. However, given the licence change has not yet taken place Horsham District Council, as competent authority under the Habitats Regulations, cannot yet be certain that new development will not result in adverse impacts on the Arun Valley sites.

To ensure development can come forward as water neutral in the meantime, the Council has agreed with Natural England to use the significant water savings made by Southern Water in 2024/25 through their programme of leakage reduction (amongst other measures). This has generated some 3,240,000 litres per day of water savings that can now be attributed to new development without increasing water abstraction in the Arun Valley beyond baseline. These savings were previously to be used to launch the Sussex North Water Certification Scheme (SNWCS), however following the withdrawal statement SNWCS will no longer be launching. Natural England standing advice dated 10 November 2025 raises no objection to using these savings to enable development to come forward. The standing advice clarifies that it functions as Natural England's formal response pursuant to Regulation 63(3) of the Conservation of Habitats and Species Regulations 2017 to all relevant planning applications which seek to achieve water neutrality using the above Southern Water savings.

Officers have undertaken an Appropriate Assessment which demonstrates that the anticipated increase in mains water consumption from this development, alongside all other development granted since the 31st October 2025, will not exceed 3,240,000 litres per day.

Accordingly, Officers consider that the proposed development will not have an Adverse Effect on the Integrity of the Arun Valley Site, either alone or in combination with other plan and projects, thereby complying with Regulations 63 and 70 of the Conservation of Habitats and Species Regulations 2017, HDPF Policy 31, and paragraph 193 of the NPPF.

Biodiversity Net Gain (BNG):

Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) mandates that every development must achieve at least a 10% Biodiversity Net Gain (BNG) unless the development qualifies as exempt under the Biodiversity Gain Requirements (Exemptions) Regulations 2024.

The development is considered to qualify as 'de minimis' under Regulation 4 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024.

Conclusions:

The proposed development would provide a small-scale childminding business operating in conjunction with an existing dwelling within the built-up area of Billingshurst. The proposal would not result in harm to the character and appearance of the area, would not give rise to unacceptable impacts. The proposal is considered to accord with relevant local and national planning policies, and is recommended for approval.

Recommendation: Application Permitted

Conditions:

- 2 **Standard Time Condition:** 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 **Regulatory Condition:** The childminding use hereby permitted shall not take place except between the hours of 08.00 and 18.00 Monday to Friday (inclusive) and not at any time on Saturdays, Sundays or Bank Holidays.

Reason: To safeguard the amenities of neighbouring properties in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 4 **Regulatory Condition:** At no time during the hours of operation specified in Condition 3 above shall there be more than 9 children attending the childminding facility.

Reason: To safeguard the amenities of neighbouring properties in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 5 **Regulatory Condition:** The materials to be used in the development hereby permitted shall strictly accord with those indicated on the supporting document 'Cabin Materials' received 17.03.2026.

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

POSITIVE AND PROACTIVE STATEMENT

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.

Plans list for: DC/26/0034

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved:**

Plan Type	Description	Drawing Number	Received Date
Design & Access Statement		NONE	23.01.2026
Location & Site plan	Cabin Floor Plan	1725/001	23.01.2026
Elevation plan	Cabin	1725/002	23.01.2026
Location plan		NONE	12.01.2026
Supporting Statement	Cabin materials	NONE	17.03.2026

DELEGATED

Case Officer sign/initial Shazia Penne Date: 17.03.2026

Authorising Officer sign/initial Guy Everest Date: 19.03.2026