



**TO:** Planning Committee

**BY:** Head of Development and Building Control

**DATE:** 02 June 2026

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

**SITE:** The Slips West End Lane Henfield West Sussex BN5 9RG

**WARD:** Henfield

**APPLICATION:** DC/25/1700

**APPLICANT:** **Name:** Mr S Tingey **Address:** C/O, Promethean Planning Ltd, Suite 114, 26 The Hornet, Chichester, West Sussex PO19 7BB

**REASON FOR INCLUSION ON THE AGENDA:** The application has returned to Committee following deferral at the April 28<sup>th</sup> Committee.

**RECOMMENDATION:** To approve planning permission subject to appropriate conditions

## **1. THE PURPOSE OF THIS REPORT**

- 1.1 This application was last presented to the Planning Committee on 28<sup>th</sup> April 2026 where members resolved that the application be deferred to request that further technical information be provided to demonstrate that the proposed development can adequately manage foul and surface water and would not give rise to flood risk or environmental harm.
- 1.2 This report should be read alongside the previous committee report attached at **Appendix A**, which together form the full assessment of this application.

## **2. AMENDMENTS**

- 2.1 Following the deferral, further clarification has been received from the Council's Drainage Engineer in relation to the submitted drainage strategy and the proposed wording of the drainage condition.
- 2.2 The following documents have been reviewed and received:
  - Drainage Engineer Response to HDC 20/02/2026 (email exchange from Promethean Planning to Horsham District Council Case Officer).
  - HDC Drainage Officer Consultation Response (29/04/2026)
- 2.3 No amendments have been made to the proposed development, site layout, or drainage strategy previously submitted. The updated consultation response relates to the acceptability of the submitted drainage information and the mechanism by which compliance should be secured.

### 3. ADDITIONAL CONSULTATIONS & REPRESENTATIONS

- 3.1 Where consultation responses and representations 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 <https://www.horsham.gov.uk/planning/planning-applications/view-and-comment-on-planning-applications>.
- 3.2 **Additional Neighbour Representations** (since 28<sup>th</sup> April 2026)  
Additional letters of Objection have been received from 2 addresses. One representation requests confirmation that the submitted drainage clarification and associated documents would be made publicly available and subject to consultation, noting concerns raised during committee regarding the adequacy of drainage information submitted with the application.
- 3.3 A second representation queries the procedural handling of the committee vote, including whether the application should have been refused following the tied vote, and requests confirmation that the application would return to Planning Committee for further determination.
- 3.4 In response, the additional drainage email and consultation response has been published on the public planning file and has been available for public viewing. Officers are satisfied that interested parties have had opportunity to review the additional material following deferral.
- 3.5 Matters relating to the conduct of the Planning Committee meeting and voting procedure are administrative matters governed by the Council's Constitution and committee procedures. The application has been returned to Planning Committee following deferral in accordance with the resolution of Members.
- 3.6 **HDC Drainage Officer:** No Objection (29/04/2026)  
HDC Drainage consider that the site drainage meets the requirements of the NPPF and PPG, National standards for sustainable drainage systems (June 2025), and the Horsham District Planning Framework (2015) – Policy 35 and Policy 38.

### 4. PLANNING ASSESSMENT

#### **Drainage**

- 4.1 Policy 23 of the HDPF states that development for non-allocated gypsy / traveller sites states that:
- a) There must be no significant barriers to development in terms of flooding, poor drainage, poor ground stability or proximity to other hazardous land or installation where conventional housing would not be suitable.
- And,
- c) *The site can be properly serviced and is supplied with essential services, such as water, power, sewerage and drainage, and waste disposal. The site must also be large enough to provide adequate vehicle parking, including circulation space, along with residential amenity and play areas;*
- 4.2 Members deferred consideration of the application to seek further information regarding the submitted drainage strategy and whether the proposed foul and surface water drainage arrangements could appropriately be secured through condition. The submitted Flood Risk Assessment and Drainage Strategy, alongside the subsequent clarification provided by the applicant's drainage consultant, have now been reviewed by the Council's Drainage Officer in the context of the committee referral, who raises no objection to the proposal.

- 4.3 The Council's Drainage Officer has confirmed that the site lies within Flood Zone 1 and is satisfied that the proposed strategy for foul and surface water disposal is acceptable. It is further confirmed that the proposed development can be appropriately drained and would not give rise to unacceptable flood risk, surface water flooding, or environmental harm.
- 4.4 In respect of surface water flood risk, the submitted plans identify an area of surface water flood susceptibility toward the north-western part of the site, and to the north east in the neighbouring land. However, the proposed caravans, access arrangements, hardstanding, and associated development are located outside of this identified area. The Council's Drainage Engineer is satisfied that the siting and layout of the development, together with the proposed drainage strategy, would appropriately manage surface water runoff and would not increase flood risk on or off site.
- 4.5 Officers are therefore satisfied that the information received at the time of the previous committee meeting is acceptable, and no further information is required. Given the updated comments from the Council's Drainage Engineer, condition 11 becomes a regulatory condition given all information that would usually be required to discharge drainage conditions has already been submitted. There are therefore no drainage-related constraints to the development and the proposal complies with Policies 23 and 38 of the Horsham District Planning Framework (2015), the National Planning Policy Framework, Planning Practice Guidance, and the National Standards for Sustainable Drainage Systems (June 2025). Compliance with the approved drainage strategy will be secured through condition.

#### **Update to gypsy and traveller need**

- 4.6 As an update to paragraph 6.2 of the appended report, 50 pitches are identified as being needed for the first five years of the submitted Local Plan (2023-2028) for those who meet the definition and also suggested a further need of 11 pitches for members of the community who it could not be determined whether they met the definition or not.

For the period 01.04.2023 to the present day (as of 20.05.2026), 35 pitches have been permitted / allowed on appeal since the GTAA was undertaken, as set out below<sup>1</sup>: -

| <b>Reference</b>  | <b>Site Address</b>                                                                 | <b>Decision Date</b> | <b>Decision</b>       | <b>No. Pitches</b> |
|-------------------|-------------------------------------------------------------------------------------|----------------------|-----------------------|--------------------|
| <b>DC/19/2105</b> | Parsons Field Stables Pickhurst Lane<br>Pulborough West Sussex                      | 07/08/2023           | Allowed               | 3                  |
| <b>DC/21/1796</b> | Pear Tree Farm Furners Lane<br>Woodmancote Henfield                                 | 29/02/2024           | Allowed               | 5                  |
| <b>DC/24/0273</b> | Redgates Burnthouse Lane Lower<br>Beeding West Sussex RH13 6NN                      | 26/04/2024           | Application Permitted | 1                  |
| <b>DC/24/0367</b> | Land Parcel At 520128 116244 Stonepit<br>Lane Henfield West Sussex                  | 21/11/2024           | Allowed               | 3                  |
| <b>DC/24/0256</b> | Parsons Field Stables Pickhurst Lane<br>Pulborough West Sussex                      | 05/06/2025           | Application Permitted | 2                  |
| <b>DC/25/0150</b> | Peacocks Paddock Stall House Lane<br>North Heath Pulborough West Sussex<br>RH20 2HR | 08/08/2025           | Application Permitted | 1                  |
| <b>DC/25/0982</b> | Land at Marches Road Warnham West<br>Sussex                                         | 18/11/2025           | Application Permitted | 2                  |
| <b>DC/25/0055</b> | Greenfield Farm Valewood Lane Barns<br>Green West Sussex RH13 0QJ                   | 24/11/2025           | Allowed               | 5                  |

<sup>1</sup> Where a permission has been subject to a variation / removal of condition application, for example to remove water neutrality condition(s), to avoid 'double counting' the table only includes the original permission.

| Reference  | Site Address                                                               | Decision Date | Decision              | No. Pitches |
|------------|----------------------------------------------------------------------------|---------------|-----------------------|-------------|
| DC/25/1581 | Oldfield Stables Fryern Road<br>Storrington West Sussex RH20 4BJ           | 27/11/2025    | Application Permitted | 4           |
| DC/24/1409 | Land North West of Junipers Harbolets<br>Road West Chiltington West Sussex | 27/11/2025    | Application Permitted | 2           |
| DC/25/0318 | Rose View Park Hill Farm Lane<br>Codmore Hill West Sussex RH20 1BW         | 09/12/2025    | Application Permitted | 2           |
| DC/24/1502 | Sussex Topiary Naldretts Lane<br>Rudgwick West Sussex RH12 3BU             | 18/12/2025    | Application Permitted | 4           |
| DC/25/1416 | Land East of Coolham Road West<br>Chiltington West Sussex RH20 2LT         | 19/12/2025    | Application Permitted | 1           |
| DC/25/1901 | Hillybarn Farmhouse The Mount Ifield<br>RH11 0LF                           | 03/04/2026    | Application Permitted | 2           |
| DC/25/1996 | Downsview Paddock New Hall Lane<br>Small Dole West Sussex BN5 9YJ          | 01/05/2026    | Application Permitted | 1           |
|            |                                                                            |               | <b>TOTAL</b>          | <b>38</b>   |

- 4.7 The supply of gypsy and traveller pitches, as set out above, is demonstrably less than the assessed need and thus the tilted balance would be in effect (should all the conditions in Footnote 7 be satisfactorily addressed).

### Overall Planning Balance

- 4.8 The Council cannot currently demonstrate a five-year supply of deliverable Gypsy and Traveller sites, and there remains a clear and evidenced unmet need within the District. In such circumstances, paragraph 11(d) of the National Planning Policy Framework (NPPF) is engaged, such that planning permission should be granted unless the application of policies in the Framework that protect areas or assets of particular importance provides a clear reason for refusal, or any adverse impacts would significantly and demonstrably outweigh the benefits when assessed against the Framework as a whole. The provision of three pitches therefore attracts substantial weight in favour of the proposal.
- 4.9 The site is located within the countryside; however, it is not isolated and lies within a reasonable distance of Henfield and its services and facilities, having regard to the characteristics of Gypsy and Traveller site provision and relevant appeal decisions. The development would result in some degree of change to the character of the site and its immediate surroundings, including the introduction of built form and associated domestic activity. However, subject to the proposed layout, landscaping, and use of materials, this harm is assessed to be localised and moderate in nature and would not result in unacceptable harm to the wider landscape character or visual amenity of the area.
- 4.10 Members deferred the application at the Planning Committee meeting of 28th April 2026 to allow further consideration of the proposed foul and surface water drainage arrangements. The Council's Drainage Engineer has further reviewed the information submitted and raises no objection to the proposal. Officers are satisfied that the submitted information adequately addresses the matters raised by Members at the deferred committee meeting and confirms that the development can be appropriately drained without resulting in unacceptable flood risk or environmental harm. The drainage requirements can therefore be addressed by a regulatory condition rather than requiring additional details to be submitted.
- 4.11 No unacceptable impacts have therefore been identified in respect of residential amenity, highway safety, ecology, drainage, or other material considerations. In particular, the

Council's Drainage Engineer has confirmed that the submitted strategy demonstrates that an appropriate drainage solution can be achieved, and no technical objections remain.

- 4.12 When assessed against the policies of the NPPF taken as a whole, the adverse impacts identified, principally limited landscape harm associated with the introduction of development within a countryside location, do not significantly and demonstrably outweigh the substantial benefits of contributing towards the identified unmet need for Gypsy and Traveller accommodation within the District.
- 4.13 For the reasons set out above, and having regard to the development plan as a whole, national policy, and all other material considerations, the proposal is considered to represent sustainable development. The application is therefore recommended for approval, subject to the imposition of appropriate planning conditions.

## **5. RECOMMENDATION:**

- 5.1 To approve full planning permission subject to the conditions set out below

### **1. A list of the approved plans and documents**

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. **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:
- Detailed designs or product specifications; and
  - 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 - Biodiversity Net Gain Condition**

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 \(www.gov.uk\)](https://www.gov.uk/guidance/biodiversity-net-gain).

*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 - Drainage**

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. Informative – 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.

Background Papers: DC/25/1700

**6. USE OF AI**

- 6.1 This report has been prepared with the support of artificial intelligence tools. All content has been reviewed and approved by the report author to ensure accuracy, appropriateness and compliance with council policies.