



**Horsham
District
Council**

Horsham District Council

Billingshurst Village Centre Supplementary Planning Document

Statement of Consultation.

July 2016

**Prepared in accordance with regulation 12(a) of the Town and Country Planning (Local
Planning) (England) Regulations 2012**

Purpose and background

This Consultation Statement has been prepared in accordance with Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 which requires a statement setting out:

- The persons the local planning authority consulted when preparing the SPD;
- A summary of the main issues raised by those persons; and,
- How those issues have been addressed in the SPD.

This statement sets out details of the consultation that has taken place to-date which has informed the development and refinement of the Supplementary Planning Document (SPD). It provides details of the initial consultation that has taken place during the preparation of the draft SPD, including details of how, when and with who this consultation took place; the main issues that were raised and how they have been addressed. It also sets out details of the proposed formal public consultation, including who will be consulted, and how these comments will be addressed in the final version of the SPD that will be adopted in the future.

Purpose of SPD

The purpose of this SPD is to ensure the future vitality and viability of Billingshurst, promoting it as a destination of choice and creating a context for a flexible village centre offer which is able to respond to shifting economic patterns. The SPD sets a vision and framework for development within an ongoing collaborative process of project development, evidence review and monitoring. The SPD relates closely to existing Horsham District Planning Framework – November 2015. The SPD was prepared through partnership working between Horsham District Council and the local community.

Consultation Methodology

The Council consulted on the SPD in the following ways;

- Local newspaper advert – Horsham District Post 4th March 2016.
- Billingshurst parish newsletter – Village Tweet April 2016
- Direct email/ letter notifications to: statutory consultees, all parish and neighbourhood councils; neighbouring authorities.
- Posters advertising the Exhibition and the consultation were circulated to 26 community and voluntary organisations.
- Hard copies of all consultation documents available from the main council office and libraries.
- Information published including electronic copies of all consultation documents were on the council's website which was notified through the HDC Twitter and Facebook account. Electronic copies of all consultation documents were available from the council's website and including an online response form.
- Comments accepted by post, email and online, through the council's on line form
- The consultation details were set out in the Statement of Representation (attached in Annex 1)
- Details of the consultation undertaken by the Parish Council were reported to the Parish Council Meeting Dated 6th April and are set out in the minutes of this meeting.

How was the SPD Prepared

The SPD has been prepared by Horsham District Council, working collaboratively with the Billingshurst Working Group. The working group comprises Horsham District Council, West Sussex County Council, Billingshurst Parish Council, Billingshurst Community Partnership Limited and Billingshurst Chamber of Commerce.

Previous Consultation

Billingshurst Parish Council undertook a series of public consultation events between 2007 and 2008 and publicised the Parish Plan which was approved in 2008. Horsham District Council facilitated a stakeholder workshop in May 2012 as part of the Billingshurst retail study. Many of the key spatial and strategic concepts identified in the SPD were presented, tested and validated at this session. Three events were undertaken between June 2012 and January 2013 in relation to the Community-led plan. These events enabled consultees to record key projects, issues and priorities. The outcome identified the key topic areas and the Delivery Plan in the SPD.

Representations to the Regulation 12 Consultation

Total of 10 representations were received to the consultation. 5 responses were from individuals, two from landowners representatives and 3 from statutory consultees. A full list of respondents, their comments and recommended changes are attached as Annex 2. An Exhibition held on Thursday 7th April 2016 at the Billingshurst Community and Conference Centre. The Exhibition included exhibition boards which showed the maps and extracts of text from the document. Copies of the document were available to view or take away. Although the Exhibition was organised and staffed by the consultants and Council Staff representatives from the working group attended the Exhibition as well. Approximately 70 people attended the Exhibition. The Exhibition boards were also taken to meetings at the Chamber of Commerce and the Community Partnership. The boards were displayed in the Billingshurst Community and Conference Centre during the remainder of the consultation period. The comments received at the Exhibition were documented and are also listed in Annex 2.

Summary of the Main Issues Raised During the Consultation Period and Suggested Actions

The comments received were about fine tuning the document rather than raising significant issues. Summary of issues raised during the consultation are;

- The document, should as a starting point, emphasis that the village centre is primarily an employment and commercial centre with such uses supported alongside creating a more varied and vibrant centre.
- The design section should emphasis the opportunity that there is to bring about a consistent approach to street furniture and materials that should be used as a theme in the centre when improvements are made.
- There needs to be more green spaces in the village centre where possible and a more cohesive approach to these should be required.
- Wider paths and footpaths should be created to enable better access to cycles and disabled visitors.
- Direct reference to the Post Office building being promoted for reused for mixed use should be removed as there are no current plans by the owner to relocate.

All of the above issues can be addressed by minor wording changes to the text in the SPD. The detailed wording is set out in the summary of responses and actions attached as Annex 2.



**Horsham
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Billingshurst Village Centre – Draft Supplementary Planning Document Notice of Consultation

**Planning and Compulsory Purchase Act (as amended)
the Town and Country Planning (Local Planning) (England)
Regulations 2012 (as amended) (Regulation 12 Consultation).**

The Billingshurst Village Centre Draft Supplementary Planning Document sets out how the village centre of Billingshurst will grow and change in the future, and is being published for consultation from **5pm Friday 4 March 2016 to 5pm Friday 29 April 2016.**

Comments on the document may be made using the online consultation form on the council's website, submitted via email to **strategic.planning@horsham.gov.uk** or by post to the Strategic Planning team at the Horsham District Council offices sent to the council address below. Hard copies of the documents are also free to view at:

Horsham District Council Offices
Parkside, Chart Way, North Street,
Horsham, West Sussex RH12 1RL
9am – 5pm Monday to Friday

Billingshurst Library
Mill Lane, Billingshurst RH14 9JZ
10am – 5pm Monday to Friday,
10am – 2pm Saturday

Further information, or advice, can be obtained from the Strategic Planning and Sustainability team on **01403 215398** or **strategic.planning@horsham.gov.uk**.

Annex 2 List of Respondents, Summary of Comments and Recommended Changes

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Colin Logan	BHSPDweb01	Why would anyone want to visit Billingshurst High street? Its a dead village. I have lived here since 1988 and if I wanted to walk round a nice high street I would get in my car and go to Cranleigh a proper village highstreet. Who ever allowed the selling off of the parking and the petrol garages without replacing them with retail outlets need to be brought to account! Anyone that lives here gets in their car to do their shopping. - No shoe retailer - no tailors - no clothing outlets for all ages and what ever shops there are they all close. After five its shut as if the bogie man is coming. You need something to attract people - how about a go kart centre or a skating rink or a tug of war competition you must be able to think of	Negative observations about Billingshurst	Observation noted.	1	1	1
Kenneth Longhurst	BHSPDweb02	The village needs a proper east-west by pass and the developers are only giving a partial one.	Village needs a bypass.	Bypass is not within the SPD boundary so the comment is noted for its impact on the through traffic in the High Street but no changes recommended to the SPD.	Whole document	Whole document	Whole document
	BHSPDweb03	Parking in the High Street could stop the heavy lorries going through; they will get annoyed at all the hold ups and will not want to come through. This will also help reduce the speed to which some drivers don't adhere.	Introducing parking in the High Street will deter heavy vehicles.	Support for parking in the High Street is noted.	Whole document	Whole document	Whole document
	BHSPDweb04	It is very wrong for the district council to allocate so much public money to the project of one organisation – Eye. It is not needed and if it were then it should be located in the school. Their chosen location is the wrong place and what does this have to do with a Supplementary Planning document for the “centre” of Billingshurst!	Disapproves of the Council providing funding to the EYE project.	The EYE project is previously approved by the Working Group and Council so the SPD cannot be changed.	Whole document	Whole document	Whole document
	BHSPDweb05	Being able to walk through from the HDC car park to Jnegers Mead is welcome; the village has been discussing this since 1955. For disabled people this could be a blessing.	Welcomes proposal to link the Library and Jengers Mead car park.	The support for the connectivity between the library and Jnegers Mead car park is noted.	Whole document	Whole document	Whole document
Lesley Wilding	BHSPDweb06	Is it likely that the Jengers Mead car park will be free of Mr de Savary? If not, the village is unlikely to thrive.	Comment about ownership of the Jengers Mead car park	No response required	5	1.1.3	3

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
	BHSPDweb07	It is apparent that two more shops will be closing soon, what does Billingshurst need to do to attract shops? Too many people use the village as a dormitory village and do their shopping elsewhere. With the need to make "savings" in a village with a supermarket which considers itself to be a convenience store only, people will continue to go elsewhere to shop. Choice has been severely limited in Billingshurst for anything other than the basics. Both the Post Office and Austen's Hardware have woken up to the potential that they can offer and are great improvements.	Comment about lack of choice of shops and that the village centre is a dormitory shopping destination.	No changes requested or required.	5	1.1.4	4
	BHSPDweb08	Flooding certainly needs to be addressed before further development comes to the village. Developers are using SUDs drainage, which should be maintained in perpetuity but little seems to be followed up to be certain that this is being done. Maintenance of receiving ditches is very often neglected and it is only when a concern is reported that enforcement is considered.	Flooding needs to be addressed before further development comes to the village as in this part of the SPD.	Flood protection is addressed in section 2.1.4 of the document so no change.	7 & 17	2.1.4	all
	BHSPDweb09	Will the findings of the SWMP survey be implemented in whole, if not then the problems will persist.	Will the findings of the SWMP survey be implemented in whole, if not then the problems will persist.	The SWMP is a WSCC project that is referenced in the SPD. The latest update on the SWMP and actions should be reflected in the final version of the document. Request update from WSCC prior to	7	3.1.5	5
	BHSPDweb10	Traffic can indeed have an impact on the village centre and there should be ways of excluding the heavy vehicles, street parking in the High street will slow the traffic and deter the heavy vehicles from coming through.	Less traffic, in particular heavy vehicles should be discouraged from the High Street.	The document sets out how traffic movement will be minimised.	18	2	
	BHSPDweb11	Is this accurate when many people now will be making purchases on the Internet.	Comment about the rise in internet shopping	The study referred to did take into account the rise in internet shopping.	10	2.5.8	

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Lesley Wilding	BHSPDweb12	Opportunities should be used when buildings / shops become empty. Projects like a youth café should have been looked into years ago within the empty shops. Improvements to shop fronts have been pursued by some of the shop owners such as Austens, McColls and some of the units in Jengers Mead. The new shop opposite Sainsbury's is of good design and although not yet leased, it could with the right lease bring custom into the village. It is proof that larger premises is harder to let than smaller units and smaller units should be maintained when redevelopment happens in the retail spaces.	Suggests empty shops could be used to increase vitality. Observation about the current vacant shops.	This is addressed in the previous section (3) Temporary Uses	22	4	
	BHSPDweb13	A market space could be beneficial, but not using the library car park because people are aware of the limitations to parking in Jenger's Mead and the ticketing regime and the fewer parking spaces available would mean people staying away. Years ago there used to be an indoor market in the old village hall which was a hive of activity. A trial of the empty shops as a weekly market could be tried with a sufficiently receptive landlord; local farm produce, cheeses, coffee, honey and local fruit. Not all have the means to shop around. Pop-up shops or short term retail should be encouraged, especially when shops close. Empty shops on a High Street, no matter where, make the area depressed.	Supports a market but questions the use of the library car park.	The location in the SPD is indicative and if/when developed it will be agreed through stakeholder engagement and traffic orders.	21	3	
Jon Perks	BHSPDweb14	The aim should be to create an identity for the village. Design is important and relatively minor alterations when put together can make a significant cumulative impact. For example, lamp columns could, rather than be utilitarian as many are at present, showcase a local feature - Lyme Regis, for example, has incorporated ammonites into lamp-posts along its promenade to good effect. (I acknowledge Billingshurst does already have a few blue columns, and it was a positive move over previous, but this is now an opportunity to bring all features into a complementary setting.) Other street furniture can be designed in similar style, such as local signage to the Jubilee Playing Fields via the footbridge, the bus stop,	Supports the character and design section. Makes specific comments about suggested street furniture.	Supports the design section. Design and Heritage section; add additional wording saying that this is an opportunity to bring all street furniture and materials into a consistent and locally distinctive approach.	16	Vision and key guidance	1 - Character and design

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Jon Perks	BHSPDweb15	The village centre could be enhanced with increased green space. There are few grassed verges or trees south of Roman Way to East Street - the current planter beds help but, to me, the effect is disjointed and has minimal impact. South of East Street there is more grassed verge and trees though I'm not sure whether those are public realm or privately owned. Maybe create a pocket park, somewhere residents and visitors, would enjoy sitting away from activity on the High Street, perhaps play a game such as boules or table tennis, could occupy a future space in the village centre.	Suggests that there ought to be more green spaces in the village centre from grass verges, planters and a pocket park.	Public realm section does not mention the ability to create green spaces and the opportunity to create pocket parks in the village centre. Amend the text in 4 page 22 to say....Opportunities will be considered to create, where possible, and enhance existing open spaces and	23*	Vision and key guidance	High Street public realm
	BHSPDweb16	Make best of the opportunity provided by the new A272 - A29 link road to reduce the volume of vehicles passing through the village centre, creating an environment that is calmer, quieter, less polluting and more attractive to non-vehicle users. The speed limit could be reduced to 20mph, with the roads and footways re-designed to create more shared space, which would assist with traffic calming and encourage visits by other modes. Introducing build-outs to require vehicles to give priority to others will also assist reduction of speeds and deter some motorists from unnecessary journeys through the village. Where it is necessary to retain separation between modes, consideration could be given to width of footways for all users but particularly for the disabled and elderly and families without them fearing proximity to road traffic. Footways could be widened to provide consistent level widths along the High Street and East Street.	Suggests how the village centre could be made more pedestrian friendly once the A272-A29 link road is in place.	Sense of arrival section should have wording inserted to say ...Consideration will be given to introducing, where necessary, wider footpaths, cycle ways to the benefit of users.	18*	Sense of arrival and moving around	2
	BHSPDweb17	Parking south of the station on the existing yellow lines can impede good sightlines, particularly from parked HGVs, and limit safe traffic, pedestrian and cycle flow at times.	Pedestrian and cycle flow is impeded by on street parking.	Add in 2 Sense of arrival... That on street car parking problems will be addressed to promote and enhance the use of connecting roads, footways and cycle ways for pedestrians and cyclists.	18*	Sense of arrival and place	station approach

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Jon Perks	BHSPDweb18	Clear signposting of the village centre and introducing an early sense of identity could both reassure visitors and generate a desire to visit.	Support for the signposting of the village centre and sense of identity.	Supports section so no changes required.	18	Sense of arrival and place	4 - station approach
Tony Priestley	BHSPDweb19	I am the executive chairman of Billingshurst Scouts and Guides. Our committee and leaders fully support the SPD and welcome the improvements to our village as the population grows with the new development. Currently our facilities are too small to cater for all the youngsters wanting to join and this will be exacerbated as the population grows. We note that provision for youth facilities is recognised as a need and would like to ask for some capital from S106 monies in order that we can expand our facilities and cater for all the youngsters who want to join either Scouts or Guides. A proposal to expand our facilities has been developed and is attached to these comments	Indicates that the Billingshurst Scouts and Guide facility in the recreation ground (beyond the SPD boundary) needs to expand to meet the needs of the community.	The Scout and Guide facility is outside the boundary covered by the spd. However, the SPD recognises that the improvement of community facilities and connections to these in and beyond the village centre is an objective of the SPD.	35	E4	First in table
Savills (Crest and Bellway Homes)	BHSPDweb20	On behalf of Crest Nicholson (Strategic) and Bellway Homes Ltd, Savills welcomes the opportunity to comment upon the proposed Billingshurst Village Centre Supplementary Planning Document (SPD). Please see the attached letter for full details of the representation.	A consortium of developers welcomes the SPD and the opportunity to comment.	Observation is noted.	All	All	All
	BHSPDweb21	The principle of a design-led SPD is acceptable when it is considered to help applicants make successful planning applications or aids infrastructure delivery. However the NPPF, paragraph 153, is clear that additional development plan documents above and beyond Local Plans should only be used where 'clearly justified'. Furthermore, in accordance with paragraph 28 of the Planning Practice Guidance, SPDs should be used to build upon and provide more detailed advice or guidance on the policies in the Local Plan.	The principle of a design led SPD is acceptable however HDC is reminded that it should be in accord with the NPPF.	Observation is noted.	All	All	All

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Savills (Crest and Bellway Homes)	BHSPDweb22	It is clear that the proposed SPD forms a design and infrastructure enhancement strategy for the town of Billingshurst. However, it should not add unnecessarily to the financial burdens upon development nor can it replicate planning policies. According to the Council's current Local Development Scheme (October 2015), the early engagement stage of the plan-making process for the Local Plan Review is not scheduled to take place until May-December 2018. There is no indication of the subsequent process of submission, examination and adoption, a process that would potentially extend for another two years thereafter. The Council should therefore consider bringing forward the Local Plan Review at an earlier stage in order to maximise opportunities for funding and the delivery of longer-term projects that have been identified.	It is clear that the proposed SPD forms a design and infrastructure enhancement strategy for the town of Billingshurst but it should not add unnecessarily to the financial burdens upon development or can it replicate planning policies.	Observation is noted.	All	All	All
	BHSPDweb23	The contents of the SPD, once progressed, should contribute to the Billingshurst Neighbourhood Plan. At present, this is in the very early stages of the plan-making process, with Billingshurst Parish Council having recently tendered for Planning Consultancy services. It is estimated that a Regulation 14 Pre-Submission Consultation version of the Neighbourhood Plan should be made available by the end of 2016 at the earliest. As the plan is in such a preliminary stage, the SPD can be used to inform the Neighbourhood Plan process.	The contents of the SPD, once progressed, should contribute to and inform the development of the Billingshurst Neighbourhood Plan.	Observation is noted. Section 6.5.9 about Neighbourhood Planning may be updated closer to adoption.	All	All	All

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Savills (Crest and Bellway Homes)	BHSPDweb24	We note that through 2016, Horsham District Council is currently preparing both the Billingshurst Village Centre SPD and a CIL Charging Schedule. The opportunity of utilising new development in and around Billingshurst to fund infrastructure improvements through the proceeds of CIL should be appropriately harnessed.	The opportunity of utilising new development in and around Billingshurst to fund infrastructure improvements through the proceeds of CIL should be appropriately harnessed.	Observation noted.	All	All	All
	BHSPDweb25	Savills would draw attention to a major development opportunity which exists to the East of Billingshurst. The site is currently jointly promoted between two national housebuilders, Crest Nicholson and Bellway Homes Ltd. This site was assessed in the Horsham DC SHELAA (November 2015) site ref: SA412. The land, whether taking the site controlled by Crest Nicholson alone or the greater site incorporating both Crest Nicholson's site and Bellway's site, forms very sustainable sites within the District by virtue of the proximity to the defined Settlement Boundary, Billingshurst Town Centre and the local railway station. Moreover, the development of these land parcels can assist with the objectives of the SPD.	Attention is drawn to what the consortium consider to be major development opportunity which exists to the East of Billingshurst. The development of this site can assist with the objectives of the SPD.	Observation noted.	All	All	All
	BHSPDweb26	The land east of Billingshurst could make the following contributions to the area and thereby assist in achieving the SPD's objectives: i. The expansion of existing primary school(s) (Objective 4 – Youth). ii. The expansion of The Weald Secondary School noting the acknowledged potential for expansion (Objective 4 – Youth). iii. Enhancements to the provision of car parking at Billingshurst Railway Station (Objective 2 – Transport and Parking). iv. Retail and public realm enhancements (Objective 1 – Economy; Objective 5 – Open Space and Environment). v. Feasible countryside access enhancements (Objective 5 – Open Space and Environment; Objective 7 – Health and Wellbeing). vi. The provision of some proportionate community spaces/ open spaces, potentially to include a cemetery.	Attention is drawn to what the consortium consider to be major development opportunity which exists to the East of Billingshurst. The development of this site can assist with the objectives of the SPD.	Observation noted.	All	All	All

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Savills (Crest and Bellway Homes)	BHSPDweb27	It is reiterated that all such enhancements need to be CIL Reg 122 compliant, meaning that they can only constitute a reason for granting planning permission where it is necessary to make the development acceptable in planning terms, is directly related to the development and is fairly and reasonably related in scale and kind to the development. Similarly, enhancements must meet the pooling tests of CIL Reg 123. This means that an obligation cannot constitute a reason for granting planning permission, where five or more separate planning obligations have been pooled from developments within the District for a specific infrastructure type or project.	All such enhancements need to be CIL Reg 122 compliant.	Observation noted.	All	All	All
Cushman & Wakefield (Royal Mail Group)	BHSPDweb28	Vehicular Access - Road travel is an essential form of transport for Royal Mail. We note that connectivity and car parking feature significantly in the emerging SPD. In particular, the document includes aspirations to make improvements to the High Street/East Street junction which is directly in front of the delivery office and to make the High Street more pedestrian friendly. There is also suggestion of using the High Street for festivals. Whilst Royal Mail accept that changes may need to be made to the road network for a number of reasons, it is essential that Royal Mail are made aware of any planned changes or closures (temporary or permanent) in the borough in a timely manner to allow Royal Mail to adapt delivery routes if necessary. This will allow Royal Mail to deliver a consistent service and meet its delivery targets and will ultimately prevent congestion and disruption. Royal Mail's operations are not restricted to a normal 'working day' and 24 hour access is essential. Specific measures within the SPD to minimise disruption will be welcomed by Royal Mail and Royal Mail can provide further information and evidence to assist the Council if required.	Acknowledges and supports changes to roads. Wishes to see minimal disruption to PO services when improvement works are taking place.	Noted that stakeholders need to be kept informed of changes and the post office in particular due to the nature of their business. Implementation issue, no recommended change.			

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
	BHSPDweb29	At present, delivery vehicle parking is located within the Billingshurst Delivery Office with access from Mill Way. Customer and staff parking is off-site. Careful consideration should be given to ensure businesses operating in the local area such as Royal Mail are not adversely affected by any unnecessary Traffic Regulation Orders such as widespread parking restrictions which would adversely impact on Royal Mail's customers and staff. Where public realm improvements are proposed, they should take into account parking amenity of local businesses, both in the short term, while the development is taking place, and the longer term when finally constructed.	Careful consideration should be given to ensure businesses operating in the local area such as Royal Mail are not adversely affected.	Comment noted as this should be addressed at implementation stage.			
Cushman & Wakefield (Royal Mail Group)	BHSPDweb30	Royal Mail delivers a significant proportion of its mail on foot and through the use of High Capacity Trolleys (HCTs) and other wheeled appliances. The importance of keeping pavements and cycle paths open where possible is essential for Royal Mail to deliver post efficiently and subsequently meet its delivery targets. Royal Mail politely requests to be contacted regarding any work that will significantly alter or close pavements and cycle paths either temporarily or permanently.	Ensure that pavements and cycle paths are open where possible to ensure that the post can still be delivered.	Observation noted. Contact will be made to find out the routes affected and ongoing dialogue undertaken.			

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Cushman & Wakefield (Royal Mail Group)	BHSPDweb31	<p>The protection of existing operations and amenity is a crucial issue for Royal Mail, particularly where there is potential for sanctions to be placed upon them when uses of a sensitive nature are introduced in close proximity to existing Mail Centres and Delivery Offices. For example, due to the nature of their delivery requirements and targets, Delivery Offices and Mail Centres are operating early mornings and often late evenings, generating large volumes of vehicular movements and associated mail sorting and loading activity, all of which result in noise, light and other associated impacts that are not expected to be experienced in a residential environment. The issue of neighbouring land uses and their compatibility, including potential environmental / amenity impacts is therefore fundamental to Royal Mail, particularly where Local Planning Authorities are assessing the suitability of future land use allocations and development sites. This particular issue is clearly recognised within the National Planning Policy Framework (NPPF) at paragraphs 123 and 109. These paragraphs support the protection of existing businesses and their operations, and paragraph 123 in particular states that planning policies and decisions should aim to recognise that existing businesses wanting to develop in continuance of their business should not have unreasonable restrictions put on them because of changes in nearby land uses since they were established. It is noted that the emerging SPD offers limited encouragement for new employment uses but the principal focus appears to be encouraging residential development. We respectfully request that Horsham District Council takes a more robust policy position to protect existing employment uses.</p>	<p>The protection of existing operations and amenity is a crucial issue for Royal Mail, particularly where there is potential for sanctions to be placed upon them when uses of a sensitive nature are introduced in close proximity to existing Mail Centres and Delivery Offices.</p>	<p>Set out in the employment section that as the village centre is the commercial centre that employment uses will be supported and encouraged alongside compatible uses to increase the vitality and viability of the centre. (In accordance with policy 8 of the HDPF as listed on page 13.</p>	21	3	
	BHSPDweb32	<p>As noted in the Draft SPD, the delivery office comprises an attractive historic building. The SPD suggests the reuse of the building for retail, food or drink or community uses. Royal Mail does not have any intention of disposing of the building in the near future. As such, we respectfully request that the focus is placed on the retention and support of the current use rather promoting alternative uses for the building.</p>	<p>Advises that the current use of the post office building will remain as employment use.</p>	<p>The SPD identifies alternative uses for the post office building. Further to the advice that the PO site will remain in its current employment use, clarify this in the SPD by deleting the Sorting Office on page 17.</p>	17	1	Design and heritage

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Natural England	BHSPDweb33	SEA Screening Opinion - We accept your conclusions in section 4, that the assessment of potential impacts on Natura 2000 sites resulting from the implementation of the SPD has concluded that there is unlikely to be adverse impacts on the integrity of sites, and that a full Appropriate Assessment is not deemed necessary. No comments are made on the SPD document	Accepts the conclusion that a full Appropriate Assessment is not required.	Appropriate Assessment is not required as SEA screening is acceptable is noted. No comments on the document therefore no actions.	SEA Screening Opinion		
Historic England	BHSPDweb34	The Supplementary Planning Document provides appropriate guidance in respect of the heritage of Billingshurst, an attractive Wealden village with a core conservation area and a concentration of listed buildings. The SPD includes advice to support the protection and enhancement of the heritage assets of the village, notably the dominant St Mary's parish church, and to encourage appropriate enhancement of the setting and public realm of the village while allowing for the necessary expansion of village services. Some more explicit cross-referencing in Section 4 to the Horsham District Planning Framework policies on heritage and to the Billingshurst Village Design Statement may give extra support to the intention to protect and improve the historic environment of the village core. If a conservation area appraisal / statement or management plan does not currently exist (We have not been able to find one) consideration should be given to preparing one at the earliest opportunity, this will help to achieve the intention of paragraph 137 of the NPPF that the significance of heritage assets and their settings should	The SPD provides the appropriate guidance in respect of the heritage of Billingshurst. May be improved by more cross referencing to the HDPF. A conservation area appraisal should be undertaken in due course.	Support for the appropriate guidance in the SPD. Suggests cross referencing to the HDPF policies however these are listed in section 3.	Whole document		
Billingshurst Parish Council	BHSPDweb35	A table of potential projects for inclusion in the delivery plan were submitted	Projects for the Delivery Plan	The projects can be considered for inclusion in the delivery plan which is an appendix to the SPD	34	Delivery Plan	
Exhibition comment	BHSPDex01	Support for improving key gateways.	Support for improving key gateways.	Observation noted.	18	4	Sense of arrival
	BHSPDex02	A29 needs to be of sufficient quality for people to use new bypass section.	A29 needs to be of sufficient quality for people to use new bypass section.	Observation noted.	NA		

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Exhibition comment	BHSPDex03	Make sure new road is good quality to make it a sufficient temptation for people to go round instead of through the village centre.	Make sure new road is good quality to make it a sufficient temptation for people to go round instead of through the village centre.	Observation noted.	NA		
	BHSPDex04	A272 is a really important road – keep traffic volume at sensible level.	A272 is a really important road – keep traffic volume at sensible level.	Observation noted.	NA		
	BHSPDex05	Currently a rat-run – need to reduce the through-traffic down the High St.	Currently a rat-run – need to reduce the through-traffic down the High St.	The proposals in the SPD should address this so add text saying 'rat running and' before HGV's in this sentence	23	4	High Street Public Realm
	BHSPDex06	Paint 20mph on road and improve signage to make it clearer that it is a 20mph speed limit.	Paint 20mph on road and improve signage to make it clearer that it is a 20mph speed limit.	The proposals in the SPD propose traffic calming techniques as required - noted no changes required to document.	19	2	
	BHSPDex07	Brand Billingshurst High St as 'Old Billingshurst' and create a new town centre near the new residential developments.	Brand Billingshurst High St as 'Old Billingshurst' and create a new town centre near the new residential developments.	Under the Active Promotion and Branding add that 'Old Billingshurst' could be used as an example of a brand name.	19	2	
	BHSPDex08	Exhibition not advertised well enough – came across it by chance.	Exhibition not advertised well enough – came across it by chance.	Observation noted.	NA		
	BHSPDex09	Concern over what will happen to garages by library car-park.	Concern over what will happen to garages by library car-park.	Concern noted. Any proposed changes in the future will be consulted upon.	30	Library car park and Jengers Mead	

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Exhibition comment	BHSPDex10	General support for plans but sceptical over time-scale / funding / ability to deliver projects.	General support for plans but sceptical over time-scale / funding / ability to deliver projects.	Observation noted.	NA		
	BHSPDex11	Concerns about lack of enforcement of ad hoc parking across footways which causes nuisance to residents and pedestrians (particularly those with buggies / mobility scooters).	Concerns about lack of enforcement of ad hoc parking across footways which causes nuisance to residents and pedestrians (particularly those with buggies / mobility scooters).	In the parking section note that improvements to parking and footpaths should be designed to ensure that parking on the footpath is discouraged.	25*		
	BHSPDex12	Support for more on-street parking - for businesses / residents and visitors.	Support for more on-street parking - for businesses / residents and visitors.	Supports the proposals in the SPD so no changes.	24		
	BHSPDex13	There should be greater emphasis on cycling (including cycle parking, routes).	There should be greater emphasis on cycling (including cycle parking, routes).	The SPD does give emphasis to cycling and no suggested changes put forward so no changes. (consider)	19		
	BHSPDex14	Greater emphasis on connections and integration with the urban extension.	Greater emphasis on connections and integration with the urban extension.	The SPD gives emphasis on connections and integration and no suggested changes put for ward so no changes. (consider)	18	2	Sense of arrival & Moving Around

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
Exhibition comment	BHSPDex15	Specific concern raised about vehicle / pedestrian conflict associated with new parking areas / markings at Myrtle Lane / Marringdean - not an SPD issue, but please could the Council take a look at this.	Specific concern raised about vehicle / pedestrian conflict associated with new parking areas / markings at Myrtle Lane / Marringdean - not an SPD issue, but please could the Council take a look at this.	Not and SPD issue - but referred to WSCC and Parking Services who have actioned.	NA		
	BHSPDex16	Desire to see the Council take a more proactive role in marketing the new retail building given the apparent lack of a tenant.	Desire to see the Council take a more proactive role in marketing the new retail building given the apparent lack of a tenant.	Not and SPD issue - but referred to Economic Development	NA		
Exhibition comment	BHSPDex17	Access to High Street heading west from East Street is very problematic for buggies / disabled visitors and a convoluted route has to be taken.	Access to High Street heading west from East Street is very problematic for buggies / disabled visitors and a convoluted route has to be taken.	NW - work out where this is an if there is a specific project or issue to put into the SPD.	NA		
	BHSPDex18	Concern about impact of ad hoc parking at Tesco at station - enforcement required.	Concern about impact of ad hoc parking at Tesco at station - enforcement required.	Not and SPD issue - but referred to Parking	NA		
	BHSPDex19	Natalie Batoux lives to the rear of the library / garages and is keen to be kept informed of future events ensure she is added to appropriate databases	keen to be kept informed of future events. Please could you ensure she is added to appropriate databases	Not and SPD issue but added to database.	NA		

Name	Ref	Comments	Summary	Officer recommended response	Page	Section no	Para. No.
	BHSPDex20	Women's Hall an important local landmark and should be marked on map.	Women's Hall an important local landmark and should be marked on map.	Mark on map (on the corner of High Street and St Mary's Close)	26	MAP	
Exhibition comment	BHSPDex21	RC Church is marked as a Listed Building in document but this is incorrect.	RC Church is marked as a Listed Building in document but this is incorrect.	It is shown as a building of local importance not a listed building (no change required).	26	MAP	
	BHSPDex2 2	Is bus stop on East Street in the correct place?	Is bus stop on East Street in the correct place?	This will be checked and amended.	26	MAP	