



Horsham
District
Council

Billingshurst Village Centre

Supplementary Planning Document



Adopted March 2017



Billingshurst
COMMUNITY PARTNERSHIP

Billingshurst Chamber of Commerce *The extra* DIMENSION

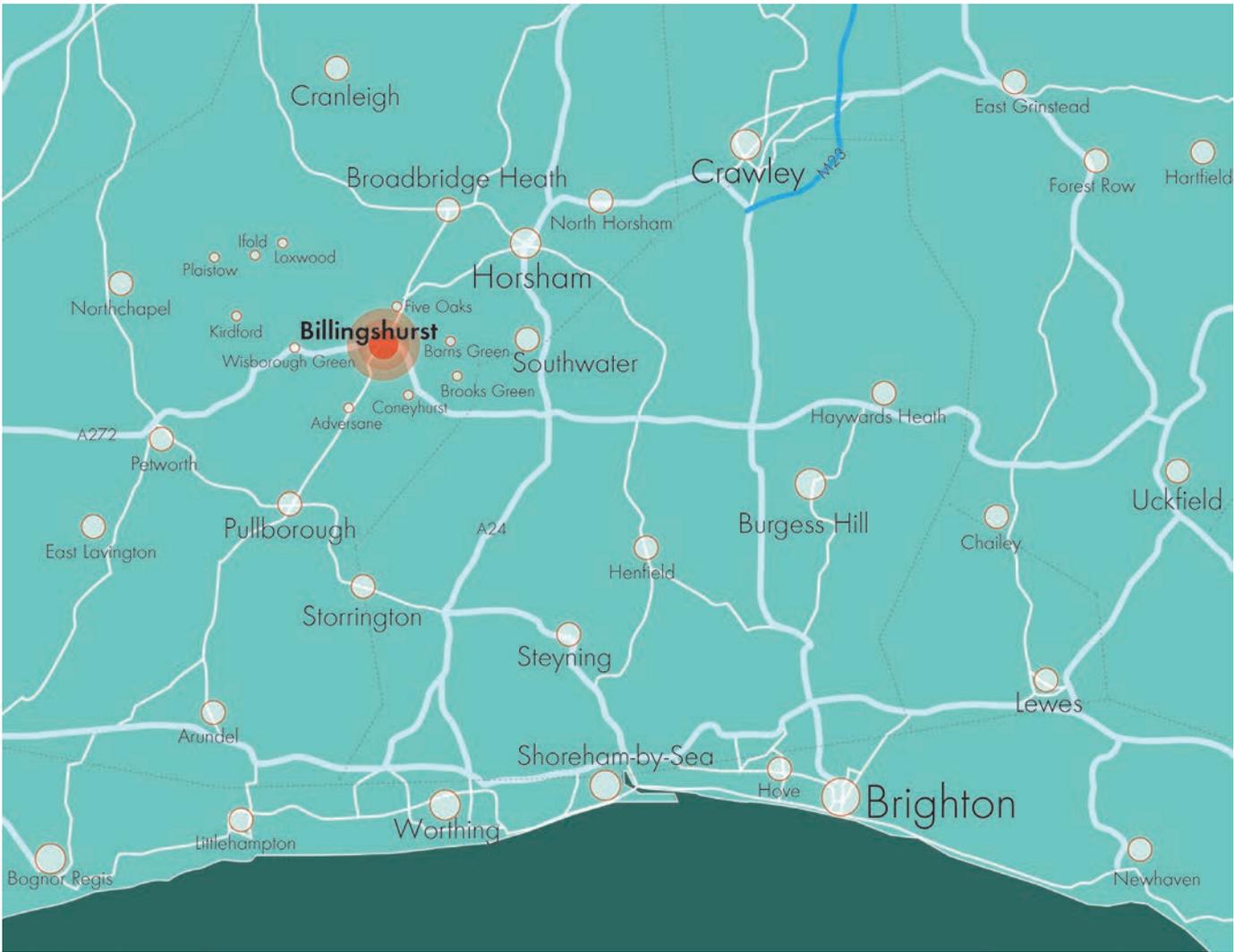
"Billingshurst Village Centre will capitalise upon its historic setting to become a centre with attractive, high quality public spaces and a strong, diverse retail offer, which provides a more accessible, convenient and improved environment for local businesses and its growing resident population."

FOREWORD

This Supplementary Planning Document (SPD) sets out specific principles, guidance and projects for Billingshurst Village Centre. It 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 and Billingshurst Chamber of Commerce. The guidance supplements adopted policies in Horsham District Planning Framework (2015).

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Billingshurst's local context

1 INTRODUCTION

1.1 LOCATION AND CONTEXT

- 1.1.1 Billingshurst Parish has a population of approximately 8,000 (2011 Census). It is located six miles south-west of Horsham town and is within relatively close proximity to the South Downs National Park and the Sussex coast which lie to the south. The village of Billingshurst is located on Stane Street, the Roman route from London Bridge to Chichester and the modern A road (A272), a busy route that runs parallel with the coast and the A27, further south. It is located on the Arun Valley line between Portsmouth/Bognor Regis and central London, with a stop at Billingshurst and various stops along the way to London, including main stations at Horsham, Crawley, Gatwick Airport and Croydon. A number of smaller settlements are located within a short distance of Billingshurst, such as Adversane, Five Oaks, Barns Green, Brooks Green, Coneyhurst, Adversane and Wisborough Green, Loxwood, Plaistow, Ifold and Kirdford.
- 1.1.2 Billingshurst today provides a local retail and services offer based around the High Street and Jengers Mead, the main retail parades. In addition to a range of shops, there are two medium supermarket-sized units, a Library and a number of pubs, cafes and restaurants in the centre, with paid surface car parking provided mainly to the rear of the High Street. The village centre acts as a hub for surrounding smaller villages, performing an important role in the district retail hierarchy. Recent studies (see section 2.1) have demonstrated a perception that the centre underperforms compared to other comparable locations and faces a number of challenges.
- 1.1.3 Recent work by Horsham District Council and partners including West Sussex County Council, the Community Partnership, Parish Council and Chamber of Commerce, along with consultations on emerging policy strategies and development proposals, has identified an opportunity to enhance Billingshurst's position as a retail centre. Key issues raised have included:
- Increasing retail vacancies;
 - Poor environment of Jengers Mead;
 - Fragmented ownership;
 - Difficult to understand and navigate through the area;
 - Poor connectivity between the shopping areas and parking;
 - Parking management and accessibility issues.
- 1.1.4 There is a strong desire amongst the local community and the Council to improve the performance and attractiveness of the retail offer and Billingshurst's function as a local centre.
- 1.1.5 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, alongside the Community-led plan, will also provide a framework and point of focus for HDC and the key community partners including Billingshurst Parish Council, Billingshurst Community Partnership and Billingshurst Chamber of Commerce in taking forward projects in the village centre.
- Quality and variety of the retail offer;



Views of Saint Mary's church play a key role in defining the character of the village

2 BACKGROUND AND SCOPE

2.1 RECENT STUDIES AND PLANNING APPROVALS

Retail study 2012

- 2.1.1 Horsham District Council commissioned the Jengers Mead & Billingshurst Retail Study in 2012. The aim of this study was to produce evidence for a plan that would equip the Council and community to improve the village centre in terms of the performance and attractiveness of its retail offer.

Key planning approvals

- 2.1.2 Planning permissions have been granted for residential development in and around the village, in particular, approval for a 475 home residential led scheme on land to the east of Billingshurst. This highlights the importance of undertaking enhancements to the village centre that will support a growing catchment population and to provide funding for capital projects from developer financial contributions.

Flooding

- 2.1.3 West Sussex County Council produced a Local Flood Risk Management Plan in May 2014. The Management Plan indicates that Billingshurst is one of six wet spots in Horsham that are susceptible to surface water and river flooding. The document states the following:

“Surface water flood risk poses the most likely flood risk in each of these areas. Horsham represents the largest cluster of properties in areas susceptible to flooding from a rare rainfall event. Storrington and Southwater are susceptible to surface water flooding, and to a lesser extent Billingshurst and Pulborough. These wet spot areas are set within the Weald of Sussex underlain by sandstone and mudstone geology, and are drained by the urban sewer network and the River Arun and Rother. Serious flooding would only be expected during large-scale infrequent rainfall events, when overland flow would occur from rapid runoff and with a short response time. Flooding would occur from excess surface water run-off that cannot drain, and to a lesser degree from inundation directly from the local watercourses. The main rivers through urban areas

are mainly undefended but some walls and channel straightening has occurred. The urban drainage network is maintained routinely and also on a reactive basis to ensure surface water can drain.”

- 2.1.4 A number of issues contribute to flood risk management issues:

- The village centre, due to its construction and topography, has been prone to surface water flooding.
- There are a number of culverts and minor water courses that sometimes lack capacity when there are times of flood.
- There are management and ownership issues alongside water courses which results in lack of maintenance and difficulty tracing who is responsible for maintaining a water course.
- The flooding in the village centre results in an economic impact to the businesses and a withdrawal of facilities for local residents. This needs to be addressed to enable the centre to thrive.

- 2.1.5 West Sussex Council has received Government funding to improve flood defences. A proportion of this will fund a new Surface Water Management Plan (SWMP) for Billingshurst.

2.2 PLANNING POLICY CONTEXT

- 2.2.1 Horsham District Council's Development Plan framework comprises the Horsham District Planning Framework (November 2015):
- 2.2.2 The Council is also due to submit its Community Infrastructure Levy (CIL) Draft Charging Schedule in 2016. In accordance with the changes introduced by the Localism Act a Neighborhood Plan (NP) is proposed to be produced. The NP area has been designated and the first draft of a plan has commenced. The SPD and NP would complement each other as with this SPD (see note 1 below).
- 2.2.3 In addition to local planning policy, the National Planning Policy Framework 2012 (NPPF) is also relevant. In terms of controlling changes of use it is the Government's intention to increase the flexibility of the planning system, to facilitate, through 'permitted development', a wider range of changes of use within town centre use classes and into residential use. The NPPF also requires Local Planning Authorities to adopt a positive approach towards sustainable development.
- 2.2.4 An overview of relevant Development Plan policies is provided in chapter 3.

2.3 BILLINGSHURST'S COMMUNITY-LED PLAN

- 2.3.1 Billingshurst today and tomorrow - The Community-Led Plan 2015-2020 underwent a collaborative process of preparation incorporating joint working between key partners and a process of community liaison and engagement. The document identifies the following vision for Billingshurst:

"Our vision is that of a thriving community with our residents, young and old, proud of our village and rightly celebrating our surroundings, our achievements and our future."

- 2.3.2 This vision statement is supported by seven thematic objectives as follows:

TOPIC 1: ECONOMY: To plan and grow a sustainable progressive and prosperous economy with an attractive and vibrant community at its heart.

TOPIC 2: TRANSPORT AND PARKING: To ensure efficient mobility into, out of, and around Billingshurst and surrounding areas to underpin social and economic progress.

TOPIC 3: SENIOR CITIZENS: To ensure that our Senior Citizens can play a full and fulfilling role in the community through the enjoyment of inclusion, activities, access and good mobility services.

TOPIC 4: YOUTH: To involve young people to make Billingshurst an exciting place to live and work.

TOPIC 5: OPEN SPACES AND THE ENVIRONMENT: To nurture the rural character and setting of Billingshurst and surrounding area whilst planning for and meeting the needs of a modern, inclusive society.

TOPIC 6: COMMUNITY SAFETY: To ensure that people of all ages can live and move about Billingshurst village and its rural areas easily and safely.

TOPIC 7: HEALTH AND WELLBEING - To encourage the wellbeing of all Billingshurst residents through having right quantity and quality of recreational and health services and facilities, and access to them.

¹ Neighbourhood Planning information
<https://www.horsham.gov.uk/planning/neighbourhood-planning>

2.4 PREVIOUS CONSULTATION



Traffic can have an impact on the village centre



The High Street benefits from areas of wider pavement



Public realm improvements will be promoted at Jengers Mead

- 2.4.1 Billingshurst Parish Council undertook a series of public consultation events between 2007 and 2008 and publicised the Parish Plan which was approved in 2008.
- 2.4.2 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 chapter 4 were presented, tested and validated at this session.
- 2.4.3 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 contributed to the action plan identified in relation to the seven key topic areas.
- 2.4.4 The preparation of the Billingshurst Village Centre SPD has been a collaborative process with the Billingshurst Working Group acting as a broader reference group for the project, and as a sounding board for the key proposals and initiatives during the production of the document.

2.5 PROPERTY MARKET CONTEXT

Existing Context

- 2.5.1 As of summer 2014 there are a total of 69 retail or commercial premises within Billingshurst Village Centre which given its size acts as a local retail and services centre. The provision is arranged along the linear historic High Street but Jengers Mead, a 1970's retail parade.
- 2.5.2 Most of the retail units in Billingshurst are small – typically less than 1,000 sq ft (93 sq m), a trait which is unlikely to change in the context of the conservation area designation. That said, there are three larger units, two are medium supermarket-sized and another for a large hardware store (Austens Home Hardware).
- 2.5.3 The ground floor units in the village are typically Class 'A' uses (retail / professional services / cafes and restaurants) with a mixture of residential and commercial and other uses on the first floor.
- 2.5.4 The village centre is characterised by a number of specialist small independent shops along the High Street with large modern shops behind the High Street at Jengers Mead. It is anticipated that this broad spatial layout and character will continue in the future.
- 2.5.5 Much of the retail offer is provided by independent retailers such as the Billingshurst Butchers, Jengers Craft Bakery and The Wine Shop. There are a number of family run shops which have spanned a number of generations living in Billingshurst. For example the shoe shop, R. Rhodes & Son, which specialises in shoe repairs and sales. Currently there are few multiples in Billingshurst although some do exist namely, Lloyds Pharmacy, Corals, the supermarkets and McColls.
- 2.5.6 In line with trends in other town and village centres there has been an increase in the number of coffee shops/ tea rooms including those set up in conjunction with retail shops. There has also been an increase in the number of gift shops.
- 2.5.7 Turning to commercial space, the office market is limited in the village centre. In general terms the office provision is divided between the village centre, mostly located above the High Street units, and at Atlantic House and Laura House, which are both in the Jengers Mead area. Atlantic House is occupied by independent accountants and a digital technologies firm. Laura House is a mixed use building comprising retail units at ground floor, a mix of office and residential accommodation at first floor and further residential accommodation at second floor.
- 2.5.8 The Jengers Mead and Billingshurst Retail Study (2012) provided an indication of the anticipated level of retail floorspace that would be required to support residents of Billingshurst in the future taking into account the potential for residential led expansion to the south and east.
- 2.5.9 The HDPF plans and existing planning permissions, will result in approximately an additional 1000 new homes in the Billingshurst area which would result in a floorspace need in 2031 of 550 sqm (from a base of 280 in 2012) for convenience goods and 1,670sqm (from a base of 710 in 2012). The study recommended that retail development should be focused within the village centre in order to support the existing retail, service and other commercial activities and to maintain and improve the footfall and vitality and viability within the centre.
- 2.5.10 Billingshurst's competitiveness as a retail centre is affected by its position in the retail hierarchy, currently defined by the HDPF as a small town /village centre which provides for more than local shopping needs. It is important to note that the SPD corresponds with the strategy in the HDPF. In this context, the SPD articulates how the village centre is reinforced to support the existing retail service offer and other commercial activities with a view to maintaining and improving footfall, vitality and viability in light of planned residential growth.



Looking south from the Jengers Mead junction

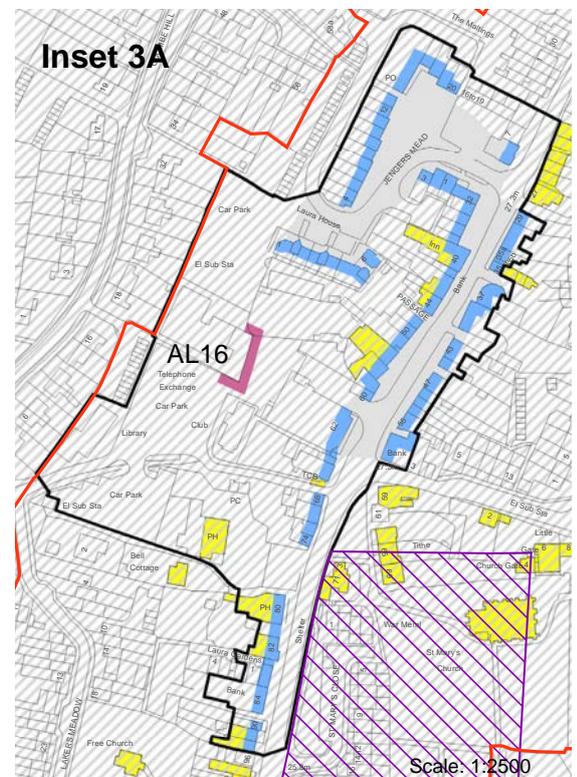


Example of recent infill development off the High Street

Future provision

2.5.11 The SPD responds to a backdrop of a positive market sentiment and planned residential growth. In order to maximise the attractiveness, vitality and viability of the village centre to existing and new residents, the village centre provision needs to be reinforced and as such an appropriate scale and mix of new opportunities should be promoted. It is envisaged that development will be retail-led but will include the following complementary mix of uses:

- Retail, cafes and restaurants;
- Community and leisure;
- Employment; and
- Residential.



Local Plan - Billingshurst inset plan

2.6 SCOPE OF THE SPD

- 2.6.1 The National Planning Policy Framework paragraph 153 states that “each local planning authority should produce a Local Plan for its area” and notes that “Supplementary planning documents should be used where they can help applicants make successful applications or aid infrastructure delivery...”
- 2.6.2 The glossary of the NPPF (Appendix 2) defines Supplementary Planning Documents as “documents which add further detail to the policies in the Local Plan”. The glossary also notes, “they can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.”
- 2.6.3 The core scope of the SPD correlates with the boundary of the village centre as identified in the Horsham District Planning Framework. However, some interventions which are outside of this boundary but

considered to be of positive benefit or relevance to the performance of the village centre have also been identified as priorities. It should be noted that this point relates to the holistic performance of the village centre with reference to its wider context, and should not be interpreted as a proposal to alter the village centre boundary.

- 2.6.4 Guidance and principles are identified as follows in chapters 4, 5 and 6:
 - Chapter 4 - Vision and key proposals – the overarching vision for Billingshurst village centre and the key spatial objectives and proposals which underpin this vision.
 - Chapter 5 - Development guidance – the planning and design principles which will be used to steer and assess emerging proposals.
 - Chapter 6 - Guidance for key areas – summary of guidance for key parts of the village centre.
 - Chapter 7 - Delivery – overview of key projects, interventions and implementation recommendations.



Truffles Bakery and Restaurant

3 DEVELOPMENT PLAN POLICIES

- 3.1.1 The Horsham District Planning Framework
-November 2015 (HDPF), which contains policies covering strategy, development management and site allocations.

Horsham District Planning Framework	
Policy 1	The SPD seeks to make the village centre more sustainable, promoting it as a destination of choice.
Policy 2	The SPD supports and delivers the strategy in the HDPF as set out in this policy.
Policy 3	The SPD seeks to ensure that Billingshurst meets the requirements of its role in the development hierarchy and continues to act as a hub for smaller villages.
Policy 7	Economic growth in the village centre is supported by this SPD.
Policy 8	
Policy 10	
Policy 11	
Policy 12	The SPD seeks to ensure the future vitality and viability of the village centre. A range of uses which are complementary and support the economic role of the centre are supported.
Policy 13	
Policy 14	
Policy 15	
Policy 17	
Policy 23	The SPD in accordance with the NPPF, provides specific guidance on design matters that will ensure that sustainable development is achieved.
Policy 30	
Policy 31	
Policy 32	
Policy 33	
Policy 34	
Policy 35	
Policy 36	
Policy 38	The SPD provides specific guidance about delivering infrastructure improvements. Parking and accessibility is a particular issue which is supported by the design if development and specific improvements.
Policy 39	
Policy 40	
Policy 41	
Policy 42	
Allocation AL 16	The SPD supports and seeks to deliver the allocation which would result in a vehicle / pedestrian link between Jengers Mead and the Library car park area.



4 VISION AND KEY GUIDANCE

4.1 VISION STATEMENT

4.1.1 The SPD supports the Community's vision for the village as set out in the Community Led Plan which says:

"Our vision for Billingshurst is that of a thriving community with our residents, young and old, proud of our village and rightly celebrating our surroundings, our achievements and our future."

4.1.2 The following statement summarises the overarching vision for Billingshurst village centre SPD:

"Billingshurst Village Centre will capitalise upon its historic setting to become a centre with attractive, high quality public spaces and a strong, diverse retail offer, which provides a more accessible, convenient and improved environment for local businesses and its growing resident population."

4.1.3 The following guidance articulates the main issues and spatial concepts which will realise the vision for Billingshurst village centre. The guiding statements are organised by theme as listed below:

1. Character and design
2. Sense of arrival and moving around
3. Choice and vitality of the centre
4. Open spaces and public realm
5. Improved car parking

4.2 GUIDANCE

4.2.1 The purpose of chapter 4 is to provide guidance for Billingshurst Village centre which will support the delivery of the vision.

4.2.2 Applicants should also make reference to parallel statements included in the Community-Led Plan (see note 2) and the Design Statement SPD for the Parish of Billingshurst (see note 3).

4.2.3 The development area has been divide into character areas with an overarching conceptual diagram and supporting statement to summarise the principal spatial objectives. This is then supported by a series of guidance statements organised by issues and themes to steer more detailed proposals, initiatives and interventions.

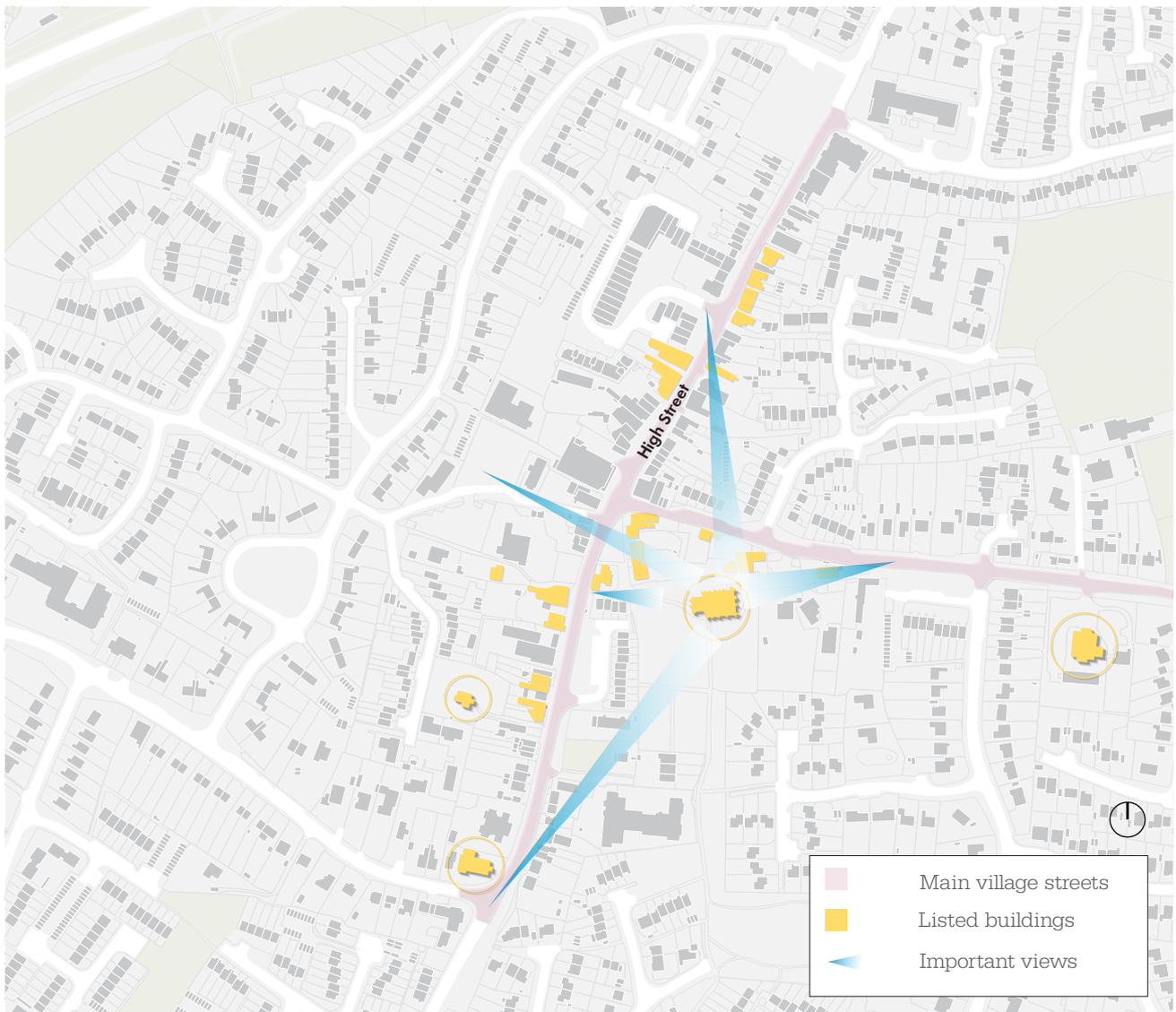
2. Community Led Plan
<http://billingshurst.community/current/Community-Led-Plan-Main.html>

3. The Design Statement for the Parish of Billingshurst <http://www.horshamdistrictdf.info/Files/BillsPDS.pdf>

1. Character and design

The village centre benefits from an attractive historic character and context, dating back to the Roman era when Stane Street was built in the mid-1st century. As with other settlements in the vicinity, Billingshurst evolved in proximity to Stane Street and a reliable water supply. By the mid-18th century, the population of the parish had grown to a larger village with some development occurring in Billingshurst High Street from the 1840s. The village became the centre for agricultural activity and also became a focus for the brewing trade. The post-war period saw growth in both housing and light industry in

the area. The historic development of Billingshurst is reflected in the historic High Street that has a conservation area and a number of listed buildings. New developments should embrace a high quality sustainable design approach. Through the design of new development and improvements to the village centre there should be consideration to reduce the risk of flooding associated with river flooding and surface water drainage.



DESIGN AND HERITAGE

All proposals should enhance the historic setting and character of Billingshurst with particular reference to the Conservation Area around the Historic High Street. It is important that schemes respond to the village's unique townscape character including key historic buildings and respect attractive views such as those to St Mary's Church, which should be retained and enhanced.

New developments should embrace a high quality design approach drawing on typical local materials and detailing. Proposals should ensure a sensitive and positive response to the setting and character of the Conservation Area and adjacent heritage assets including Listed Buildings.

Height, scale and massing of proposed development should demonstrate an understanding of the topography of the village centre, and the role of the varied roofscape in defining a distinctive setting and character.

Proposals should respond to the specific design and planning requirements as defined in the Design Statement for the Parish of Billingshurst SPD which identifies guidance for the streetscene, height, materials and detailing and appearance.

Opportunities to refurbish or re-use historic buildings for appropriate retail, commercial, food and drink or community uses will be encouraged. Key buildings in this regard include the King's Head listed building which has potential to expand its offer as a boutique hotel operation with a sympathetic design.

Proposals should seek to protect the High Street's distinctive townscape character, maintaining frontages and plot sizes to preserve and enhance the character of the street. Opportunities to improve existing shopfronts should also be pursued. The dominance of smaller footprint buildings is a defining characteristic of Billingshurst, dictated by the historic evolution of the village. It is important that this intimate scale of grain is maintained to ensure that the overall character of the village centre is not undermined.

There is an opportunity to create a consistent and locally distinctive look for all street furniture and materials.

FLOOD RISK MANAGEMENT AND SURFACE WATER DRAINAGE

The Council will continue to work with partners to reduce the risk of river flooding and surface water drainage. The Council will work with partners including the Environment Agency, West Sussex County Council, as Lead Local Flood Authority, and members of the Billingshurst Working Group to ensure a robust approach to flood risk management and surface water drainage in line with the adopted policy framework. In addition to promoting appropriate forms of mitigation as part of new development proposals. Key actions for the SPD are identified as follows:

- Working alongside WSCC and local partners to support the preparation of a Surface Water Management Plan for Billingshurst.
- Review availability of data / mapping for water courses and drains for the centre overall as a reference point for future planning of the centre.
- Individual developments need to consider surface water flooding issue specifically in the design stage of a proposed development taking into account.
- Overland flows, wet spots and vulnerable physical areas such as the doorways.
- Opportunities for an integrated approach to Surface Water Drainage Systems.
- The opportunity to improve capacity, access and future maintenance of drains and infrastructure should be considered as part of development applications. Proposals should be proactive in planning for climate change in accordance with the NPPF.

ENERGY AND SUSTAINABILITY

The Council will seek to facilitate a proactive approach in relation to adopted policies on energy, climate change and sustainability.

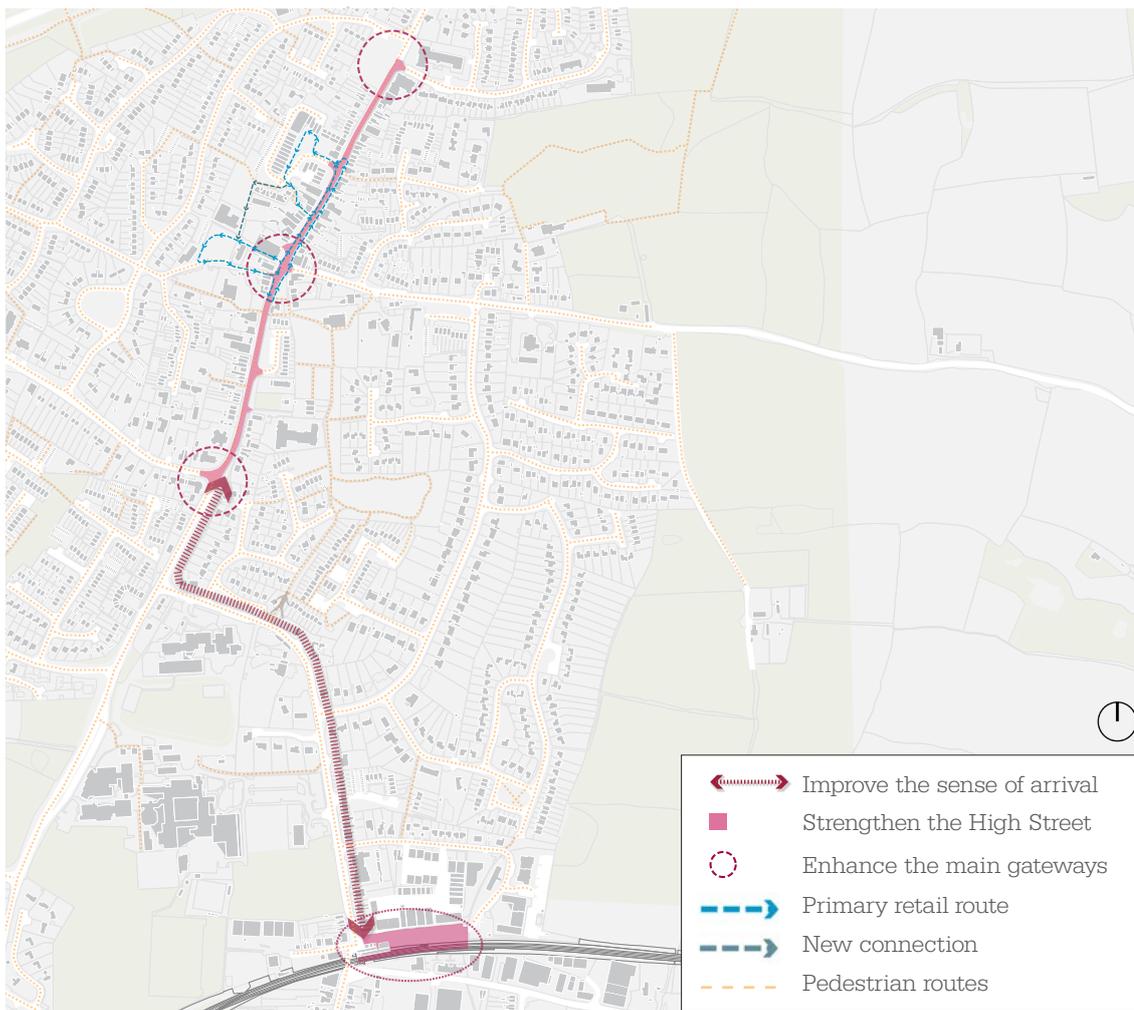
2. Sense of arrival and moving around

It is important to improve the sense of arrival into Billingshurst. Creating clear and cohesive gateways into the village will help to create a sense of place. The station approach must be improved, clear and attractive pedestrian and cycling routes need to be created from the railway station into the surrounding residential areas adjacent to the village centre. This could include a combination of signage, landscaping, tree planting and attractive public realm treatments, which would improve legibility. Existing pedestrian and cycling connections between areas of shopping, leisure and community activities need to be enhanced and strengthened. Other potential links and circuits should also be promoted, for example there is an opportunity to create a new circuit by providing a link between Jengers Mead and the

Library car park. The following diagram describes the indicative position of key circuits. Careful consideration will be required to ensure future routes and connections are accessible for all.

Consideration will be given to introducing, where necessary, wider footpaths, cycle ways to the benefit of users.

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.



The Council will work with WSCC to promote opportunities to improve the sense of arrival into Billingshurst itself from the edge of the village as well as into the centre of Billingshurst village. Key priorities include the following projects:

- Gateways: The main junctions into Billingshurst from the northern and southern approaches should be enhanced to improve the sense of arrival for visitors. The speed of traffic should be slowed when it reaches the village centre through methods such as speed indicators.
- Focal points - Approaching the town centre – the key access points and views into the village centre should be enhanced to encourage and promote the interest and vitality of the centre.
- Station approach: The station approach must be improved and a clear and attractive route needs to be created from the railway station into the centre of town. This could include a combination of signage, landscaping and attractive public realm treatments, which would subtly improve ease of use for all road users including pedestrians and cyclists.
- Community area – The cluster of the Weald School and the leisure centre draws a large number of people. To enhance the sustainability and connectivity of the village connections between this area and the village centre should be enhanced.
- Moving around Existing pedestrian and cycling connections between areas of shopping, leisure and community activities need to be enhanced and strengthened. Other potential links and circuits should also be promoted, for example there is an opportunity to create a new circuit by providing a link between Jengers Mead and the Library car park site. The diagram describes the indicative position of key circuits. Careful consideration will be required to ensure future routes and connections are accessible for all.

The Council will work closely with the Billingshurst Working Group in consultation with WSCC to develop a wayfinding strategy, building on initial feasibility work undertaken by the Chamber of Commerce and the Community Partnership. For example, it is recommended that the international information symbol is added to the relevant signs in the village. Clearer signage for the village is required at key points of entry, and branding (e.g. "Old Billingshurst") is encouraged for the High Street and Jengers Mead. The proposals should focus on all modes of transport including cycling and walking.



Looking south along the High Street

3. Choice and vitality of the centre

The village centre relies on a broad range of complementary uses and activities including shops, services, offices and community buildings. As the village expands, the retail opportunities in the village centre need to expand and diversify. Community and leisure uses might also be appropriate as permanent or temporary uses. There is a need for larger footprint buildings to meet the needs of modern retailers..

RETAIL USES

Proposals should seek to respect the characteristic scale and footprint of retail units in the village centre. In broad terms, proposals should seek to maintain an intimate scale of development to enhance the overall character of the village centre. However, where a clear need is identified, proposals for larger footprint buildings which meet the needs of modern retailers will be considered.

New development has potential to provide a range of unit sizes to accommodate contemporary retailer needs. This is likely to be predominately at ground

floor level providing active frontages to enhanced street and public spaces. Retail floorplates should be designed in a manner which enables them to be flexible and adaptable to meet changing market demands. The development should aim to attract new retailers not currently present in Billingshurst. It should offer retail uses which are complementary with the rest of the High Street and should seek to strengthen and reinforce the High Street, the retained elements of the Jengers Mead development as well as creating an improved retail circuit.

Proposals should seek to enhance the performance of Billingshurst as a retail centre. Proposals should encourage a diversity of active uses including A1, A2, A3 and A4 uses, with clear reference to the criteria and guidance identified in the Horsham District Planning Framework (Policy 12). The Council will undertake health check assessments of the village centre as part of the plan review process or through the Annual Monitoring Review.



Retail buildings highlighted - indicative footprint has been included for the new convenience store which is under construction. These buildings include a broad range of shops and services.

MIXED USES AND RESIDENTIAL

The Council will consider the refurbishment and redevelopment of upper floors above shops for residential dwellings where employment space is unviable. This will facilitate increased footfall and create opportunities for greater overlooking of public spaces in the village centre including the High Street and Jengers Mead. Opportunities for new development should incorporate residential uses on upper floors as a matter of course with careful design of buildings to ensure clarity of access, distinction between public and private space, and a suitable character and balance at ground floor to emphasise the primacy of the village centre. The Horsham District Planning Framework (Policy 12) defines a clear context for any loss of existing retail uses for residential activities. The residential use should be designed and located to ensure that it does not affect the operation of an existing business.

New development has the potential to accommodate apartments on the upper floors, potentially through infill development, or in relation to conversions from B1(a) office to C3 residential as established by extended Permitted Development rights. Residential provision should provide a range of unit types and sizes.

EMPLOYMENT USES

The Billingshurst office market is currently limited and additional office use should be encouraged at upper levels. A community business hub would be a positive addition to the village centre. As office rental values are relatively low it is likely that third party funding would be required alongside the active involvement of the public sector partners to actively progress and champion this initiative. Potential opportunities for new enterprise including digital businesses should be explored. By definition, commercial uses will be supported and encouraged in the village centre alongside compatible uses to increase the vitality and viability of the centre in accordance with Policy 8 of the Horsham District Planning Framework as listed on page 13.

TEMPORARY USES

Temporary uses and 'meanwhile' activities in vacant retail units and other vacant premises in the village centre will be encouraged.

Opportunities to promote the innovative uses of public spaces including the High Street and central

car parks will also be supported. The Council will work collaboratively with local groups including the Parish Council, Community Partnership and Chamber of Commerce to establish opportunities to encourage temporary uses and events in relation to arts, crafts, festivals, markets and links with schools.

COMMUNITY USES

The provision of community and leisure uses is encouraged. The inclusion of commercial leisure uses such as health and fitness is supported along with other leisure uses which extend the opening hours of the development and the village centre.

There might be an opportunity to consider the future role of the WSCC Library and the Billingshurst Community and Conference Centre.

The Council will work closely with key partners including West Sussex County Council, the Community Partnership, The Chamber of Commerce and the Parish Council to deliver holistic priorities including those under Topics 3 and 4 in the Emerging Community-led plan relating to senior citizens, youth and employment respectively. Specific feasibility studies should be prioritised in relation to:

- The ability to accommodate additional activities and community / commercial activity such as affordable workspace at the Billingshurst Community and Conference Centre.
- The use of vacant units at Jengers Mead for community uses, subject to discussions with landlords.

Billingshurst has a number of community facilities available in the village centre including Billingshurst Community and Conference Centre and the Women's Hall. A number of additional facilities are situated outside of the village centre which are outside of the scope of the SPD except for considering sustainable linkages but would be considered in the round through the implementation of the Community-led Plan. Any future studies about community provision should consider the availability of all of these premises for further community use.

4. Open spaces and public realm

Existing pedestrian and cycling connections between areas of shopping, leisure and community activities need to be enhanced and strengthened. Other potential links and circuits should also be promoted, for example there is an opportunity to create a new circuit by providing a link between Jengers Mead and the library car park. The following diagram describes the indicative position of key circuits. Careful consideration will be required to ensure future routes and connections are accessible for all. Opportunities will be considered to create, where possible, and enhance existing open spaces and the village centre public realm.



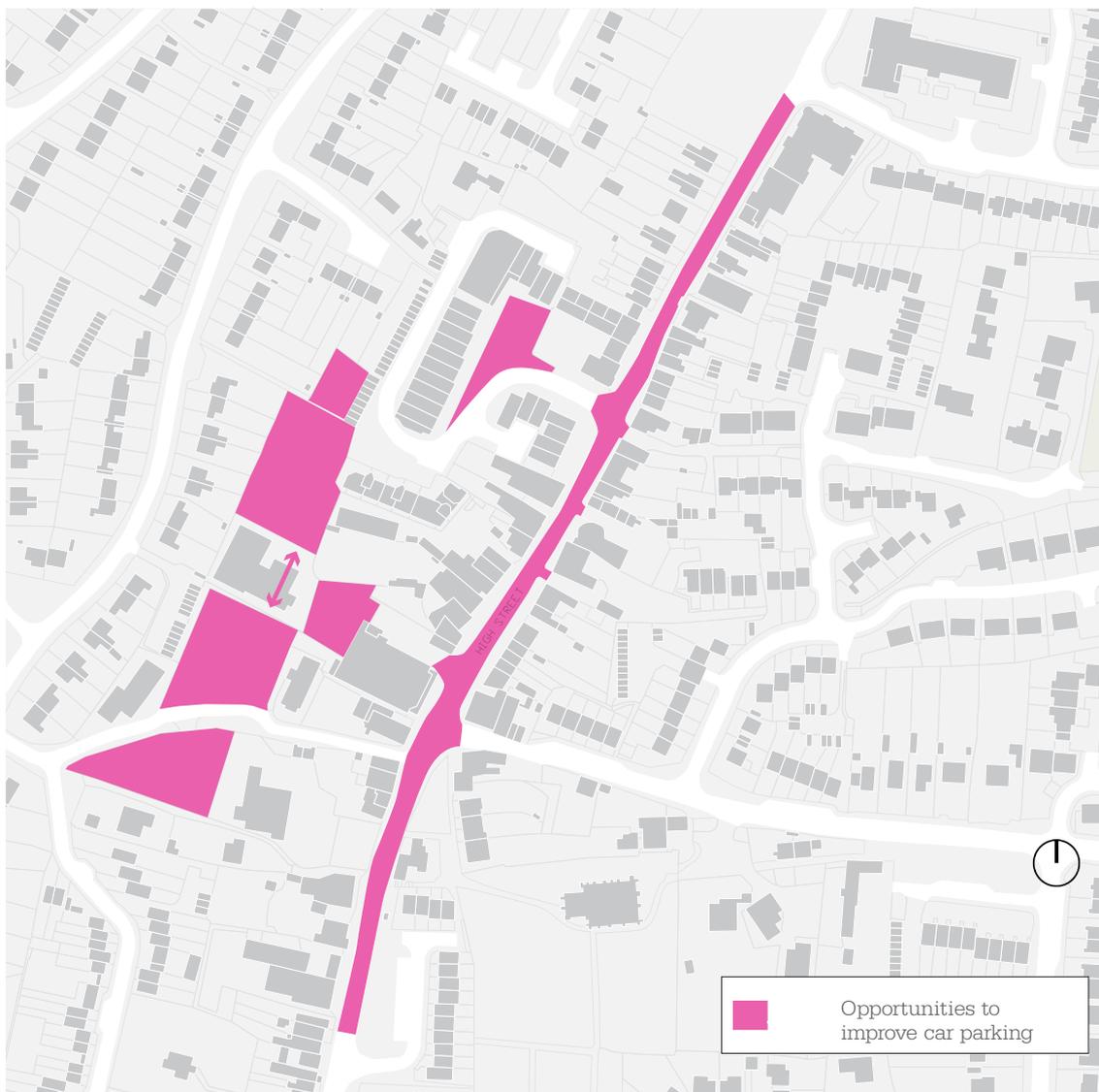
HIGH STREET PUBLIC REALM

Proposals should seek to re-create the High Street as a more pedestrian friendly civic space, whilst retaining some car parking. In addition to supporting the primacy of the High Street as a retail destination, this can be achieved by a holistic range of streetscape improvements including the provision of on-street car parking and opportunities to use the High Street as a focus for events and festivals. The central stretch of High Street between the East Street junction and Jengers Mead could also benefit from a simple shared surface treatment where appropriate to encourage greater priority to pedestrian movement over vehicular traffic, without removing vital vehicular access through the village centre. The High Street and other roads currently experience rat running. Proposals to discourage Heavy Good Vehicles to the High Street except for deliveries will be considered.

An events programme which makes full use of the village centre's public spaces for markets, festivals, open air film/theatre will further increase its appeal.

5. Improved car parking

Although there is a general emphasis on more sustainable modes of transport such as public transport, walking and cycling, it is also critical that car users are able to access and park in a central, convenient location to support the vitality of the centre. The existing car parks should be easy to use, managed to improve their capacity, and have improved connections where possible.



ON-STREET PARKING

Opportunities to introduce more on-street car parking on the High Street should be considered bearing in mind the cumulative effect of approved development in the area. This is a key short term priority which could improve perception of Billingshurst as a retail destination. The approach to on-street parking requires careful coordination with wider streetscape and public realm proposals for

the High Street. The Council will work with WSCC to consider options to introduce additional parking bays in the High Street. This could be achieved by using part of the existing carriageway or undertaking engineering works to convert verges to laybys.

The Controlled Parking Zone around the railway station introduced in December 2014, has influenced parking arrangements in various roads, including Station Road.

Improvements to parking and footpaths should be designed to ensure that parking on the footpath is discouraged.

CAR PARK PROVISION

The Council will work with partners to implement a clear set of car parking objectives for Billingshurst including the following:

- **Position and accessibility:** Car parks should be provided in easily accessible locations which correlate with pedestrian desire lines and the position of anchor community and retail facilities. Consideration should be given to the specific role, function and position of individual parking areas to ensure an efficient approach which balances the needs of permit holders and visitors.
- **Wayfinding and signage:** The position and function (e.g. short-stay / long-stay) of individual car parks should be clearly signposted, with a consistent and coherent approach to regulations and charging regimes as far as possible. Amalgamation and more comprehensive development of car parks is a priority to increase efficiency and capacity.

- **Phasing and provision:** The Council will adopt a coordinated approach to car parking provision, seeking to maintain a consistent level of provision as far as possible during construction phase activity where this affects existing parking provision.
- **Flexibility:** The Council will adopt a flexible approach to parking to facilitate occasional events and other temporary uses including markets or performances on central car park spaces.

PARKING AREAS

Opportunities exist to create an improved connection between parking areas - either as a pedestrian link, a vehicular connection, or as an expanded car park.



Opportunities plan - illustrating guidance and key spatial considerations

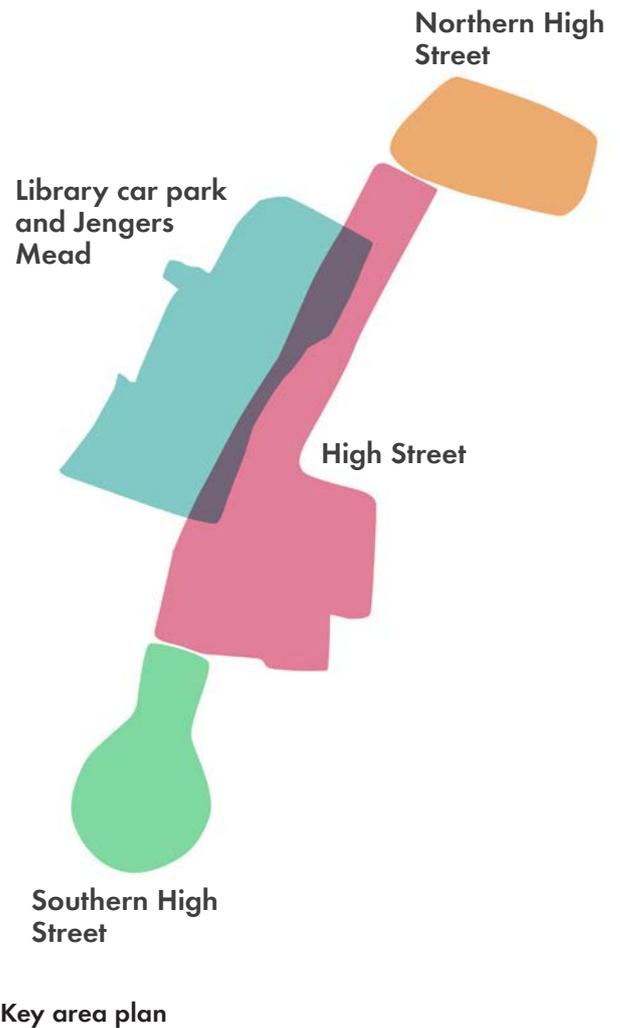
5 GUIDANCE FOR KEY AREAS

5.1 OVERVIEW

Key proposals

5.1.1 The adjacent plan highlights the key spatial proposals and considerations for Billingshurst. Within these areas the key themes of Character and design; Sense of Arrival; Choice and vitality of the centre; Open spaces and public realm; and Improved car parking should be taken into account.

- High Street;
- Library car park and Jengers Mead;
- Southern High Street; and
- Northern High Street.



5.2 HIGH STREET

Key principles:

- 1 The dominance of smaller footprint buildings is a defining characteristic of Billingshurst, dictated by the historic evolution of the village and the conservation area. It is important that this intimate scale of grain is maintained to ensure that the overall character of the village centre is not undermined (theme 1&3).
- 2 Height, scale, massing and roofline require careful consideration in relation to views from the High Street towards St. Mary's Church as set out in the Design Statement SPD and chapter 4 (theme 1).
- 3 The aim should be to create a more legible space at the High Street / East Street junction using surface treatment and improved public realm to create a more pedestrian friendly environment. Consideration should be given to the layout of the junction and servicing / access arrangements (theme 4).
- 4 Opportunities for increased on-street car parking spaces should be considered alongside streetscape and public realm enhancements. (Locations shown are indicative and for illustrative purposes only) (theme 5).
- 5 Improve connections from the High Street to the parking areas and Jengers Mead (theme 2).

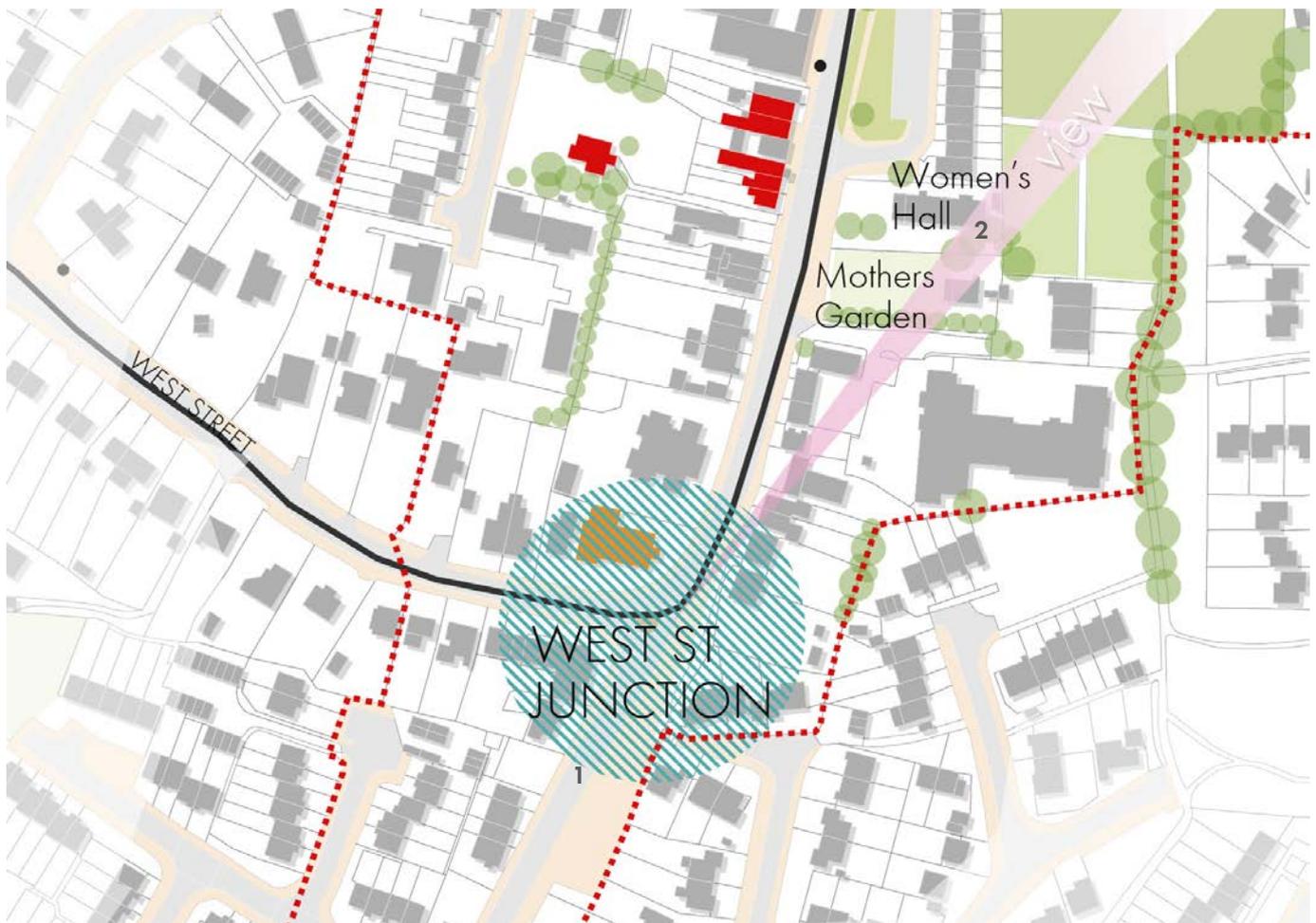


High Street area - summary of key opportunities

5.3 SOUTHERN HIGH STREET

Key principles:

- 1 The junction between West Street and High Street forms an important gateway from the south. A range of improvements could be considered to improve the appearance of the space with a view to reducing vehicle dominance and promoting safe, accessible pedestrian movement and access for cyclists (theme 2 & 4).
- 2 Views towards St Mary's church require careful consideration and protection (theme 1).



Southern High Street - summary of key opportunities

5.4 LIBRARY CAR PARK AND JENGRS MEAD

Key principles:

- 1 Establish improved connection between library car park and Jengers Mead as provided for by Allocation AL 16. This could be achieved as a simple pedestrian link and access for cyclists, a vehicle connection, or an extended / integrated parking area(theme 2).
- 2 Consider opportunities to promote occasional temporary use of the Library car park and other hard spaces in relation to markets, performance space or other events (theme 3).
- 3 Consider opportunities for the re-use of historic / community buildings as opportunities arise for community, cultural or village centre activities. For example, the Library or the sorting office (theme 1 and 3)
- 4 Promote public realm improvements to improve Jengers Mead and the Library area as pedestrian and cyclist friendly areas which are safe and welcoming (theme 1 and 4)
- 5 Amalgamation of parking areas and then possible joint management to achieve a better parking offer (theme 3 and 4)
- 6 Ensure that parking information is clearly defined and communicated to ensure ease of use (theme 5).
- 7 In the longer term, infill development could be explored at Jengers Mead which has potential to deliver additional homes above and groundfloor activity subject to more detailed design and discussions (theme 1 and 3).



- listed building
- building of local importance
- ⊙ key junction
- key gateways
- ⋯ existing boundary
- key public realm
- main vehicular route
- indicative car parking
- green space
- tree planting
- bus stop
- ↔ crossings
- ↔ connections



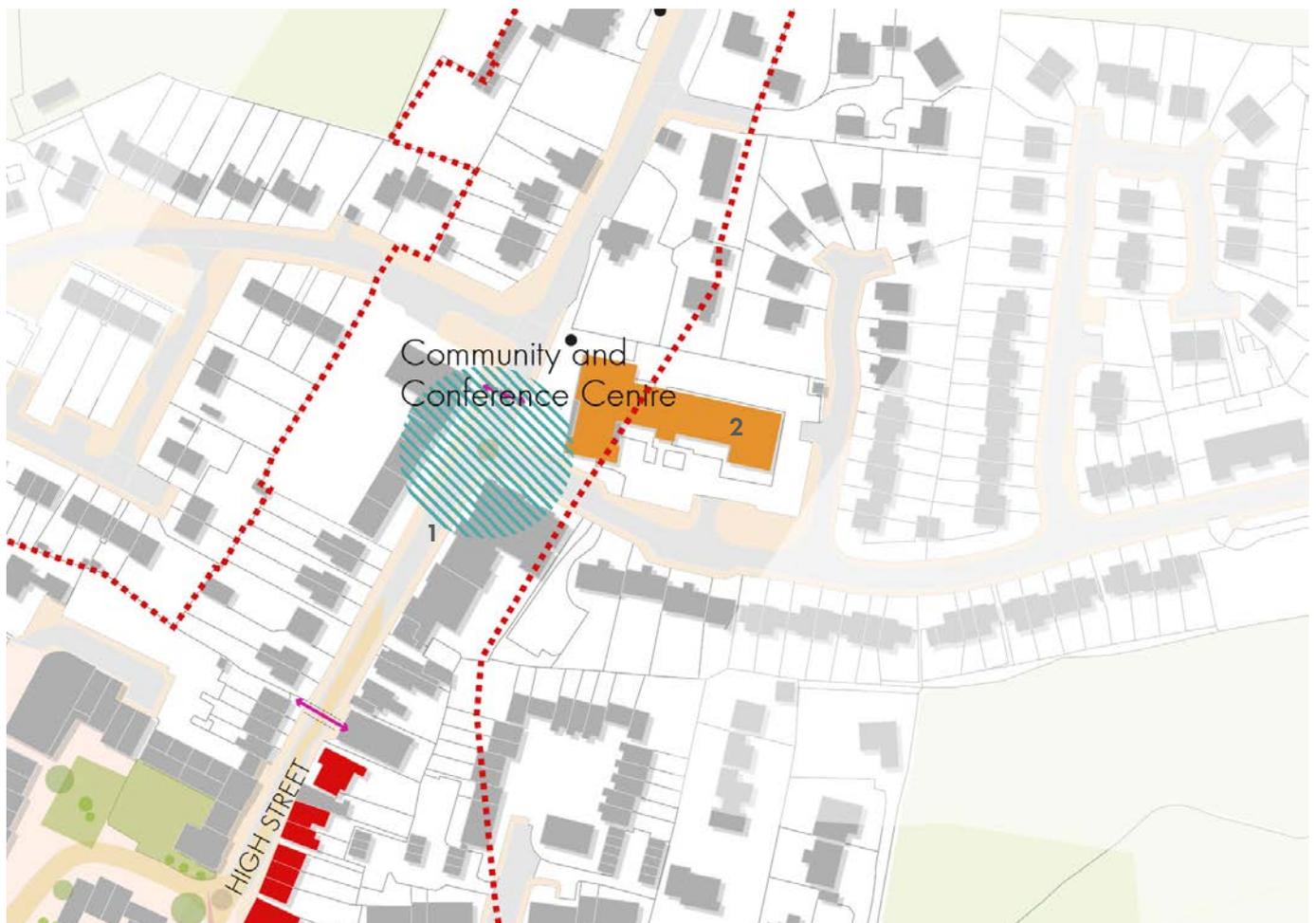
Library car park and Jengers Mead - summary of key opportunities



5.5 NORTHERN HIGH STREET

Key principles:

- 1 The junction between High Street and Roman Way could be enhanced to establish a more attractive gateway to the core village centre from the north, and as a marker for the Community and Conference Centre which is a key facility for the village. This should include interventions to improve pedestrian crossings and access for cyclists, in accordance with Policy 40 of the HDPF (theme 2 and 3)
- 2 Opportunities to enhance the use of the Community and Conference Centre should be supported in parallel with wider studies and initiatives including the implementation of the Community Led Plan (theme 3).



- listed building
- building of local importance
- ⊗ key junction
- key gateways
- ⋯ existing boundary
- key public realm
- / main vehicular route
- ▭ indicative car parking
- green space
- tree planting
- bus stop
- ↔ crossings
- ↔ connections

Northern High Street - summary of key opportunities

6 DELIVERY

6.1 OVERVIEW

6.1.1 The Billingshurst Village Development Brief has been prepared to provide a clear vision and framework to reinforce the village centre in light of planned residential growth. The realisation of the vision will create a more vibrant and diverse village centre extending the hours of use and assist in capturing the enhanced local spend.

6.1.2 In order to deliver these proposals a co-ordinated plan is required. The timescale for delivery of projects will be influenced by a range of factors including funding, ownership and availability of sites. A number of themes will underpin the Delivery Plan as set out below.

EFFECTIVE PARTNERSHIP WORKING

6.1.3 Billingshurst benefits from having a strong existing delivery partnership infrastructure with an active and effective Community Partnership and Chamber of Commerce alongside the Parish, District and County Councils. It will be important for these bodies to continue to work together, closely and collaboratively, to deliver these transformative proposals for Billingshurst.

6.1.4 Horsham District Council is committed to working in partnership with key local and statutory organisations. The implementation of the SPD will be monitored and supported by the Billingshurst Working Group in tandem with the delivery of the priorities identified in the Community-led Plan.

MAXIMISING FUNDING OPPORTUNITIES

6.1.5 At a time of constraints in public and private sector funding, it will be necessary for the partners to work hard to access potential sources of external funding. The partners should be alive to funding opportunities and be prepared to respond quickly and positively. Flexibility might be required amending projects and timescales to fit with emerging funding opportunities. The promotion of projects within a comprehensive vision and framework with clearly defined outputs

and benefits will assist in accessing funding. Current potential funding sources include S106/S278/CIL contributions, European Union funding and Local Enterprise Partnership funding, alongside any existing Community Partnership and District Council funding. There are also opportunities for private sector contributions towards projects where commercial benefits result.

6.1.6 A large number of additional homes have planning permission or are planned in Billingshurst. A number of these have secured S106 monies which should be used to fund some of the projects identified in the following project table. It should be noted that some of these S106 agreements relate to priorities in the wider Billingshurst area (e.g. the station, or residential neighbourhoods), but there might be opportunities to use remaining monies to realise a number of specific village centre proposals. Currently, identified S106 projects relate to a number of topics including community and leisure facilities and open space provision.

6.1.7 The Council will work closely with key partners and applicants to identify whether future S106 agreements should be aligned to specific village centre projects.

ACTIVE PROMOTION AND BRANDING

6.1.8 The creation of a strong brand is a possibility as part of strengthening the image of Billingshurst. Development of a retailing and marketing strategy, including an events programme which makes full use of the village centre's public spaces for markets, festivals, open air film/theatre will further increase its appeal.

ENGAGEMENT OF THE COMMUNITY AND BUSINESS

- 6.1.9 Towns and villages thrive by having an involved population. Billingshurst already has a strong, active community which has been involved in the development of these and previous proposals and will need to continue to be involved in the delivery of projects. It is important that communications and liaison with businesses continues. This should be carefully managed and coordinated between HDC and the local Billingshurst partners.

WIDER DEVELOPMENT PROPOSALS

- 6.1.10 Although outside the remit of the SPD, consideration should be given to the potential role of the Community Infrastructure Levy in the event that additional housing sites come forward in Billingshurst. HDC will work closely with the Parish Council to consider the role of the CIL in funding village centre priorities in the medium to long-term. If a Neighbourhood Plan is developed this can be informed by this SPD. The planned residential growth of Billingshurst that has been identified will improve and safeguard the future vitality and viability of the village centre.

6.2 PROJECTS

- 6.2.1 The development brief has identified opportunities which are likely to come forward in the short term (1-2 years), medium term (3-5 years) and longer term (5 years +). The following schedule provides a brief description of the Key Projects, indicative timescales, the parties responsible for co-ordinating delivery, possible funding sources and indicative costs. Approval of all project funding will be by the Director of Planning, Economic Development & Property and subject to the submission of a satisfactory business case.

Ref no.	Project name and description	Linked strategies / projects	Key partners	Next steps	Timescales	Indicative project cost
Theme 1: Character and design						
1-1	High Street public realm Streetscape improvements, introduction of on-street parking bays as appropriate and enhancement of key junctions.	Community-led plan - Economic regeneration	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Work up more detailed proposals for public realm improvements	Medium-Term	c. £300,000
1-2	Surface Water Drainage Support the preparation of a Surface Water Management Plan for Billingshurst Water courses and drains to be mapped for the centre and this information needs to be a reference point for future planning of the centre. Individual developments need to consider the surface water flooding issue specifically in the design stage of any proposed development taking into account; Overland flows, wet spots and vulnerable physical areas.	Community-led plan - Flooding & Drainage WSSCC Surface Water Management Plan	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Identify funding for Surface Water Management Plan; WSSCC to complete analysis of flooding issues.	Short-Term	Funding to be confirmed

Ref no.	Project name and description	Linked strategies / projects	Key partners	Next steps	Timescales	Indicative project cost
Theme 2: Sense of arrival and moving around						
2-1	Connections between car parks Improved parking and enhanced pedestrian, cycle and vehicular connections.	Community-led plan - Economic regeneration	Horsham District Council; Private landowners	Conclude discussions with private landowners and finalise proposals.	Short-Term	c. £150,000
2-2	Route between station and High Street Explore opportunities to improve route from station to central Billingshurst for all modes of transport in partnership with WSCC. The station approach should be improved, clear and attractive pedestrian and cycling routes need to be created from the railway station into the surrounding residential areas adjacent to the village centre. This could include a combination of signage, landscaping, tree planting and attractive public realm treatments, which would improve legibility.	SPD project 2-3 Community-led plan -Transport/ Parking	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Undertake more detailed feasibility study and prioritise interventions in connection with projects 2-3 and 2-4.	Short to Medium-Term	c. £10,000
2-3	Key Gateways Undertake more detailed feasibility study and design work to improve key gateways into Billingshurst in partnership with WSCC.	SPD project 2-2 Community-led plan - Economic regeneration	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Undertake more detailed feasibility study and prioritise interventions in connection with projects 2-2 and 2-3.	Short to Medium-Term	c. £10,000

Ref no.	Project name and description	Linked strategies / projects	Key partners	Next steps	Timescales	Indicative project cost
2-4	Wayfinding Work with Chamber of Commerce and other partners to prepare and implement a clear wayfinding strategy for the village centre.	SPD projects 2-2,2-3 Chamber of Commerce wayfinding feasibility	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Undertake more detailed feasibility study and prioritise interventions in connection with projects 2-2 and 2-3.	Short to Medium-Term	c. £90,000
Theme 3: Choice and vitality of the centre						
3-1	Temporary uses strategy Adopt a proactive approach to meanwhile and temporary uses. Where appropriate, interim activities should be promoted as part of other projects.	SPD projects 2-1 and 1-1. Community-led plan - Economic regeneration, Senior Citizens and Youth	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Develop a "light touch" programme of potential temporary uses including events and prospective meanwhile activities.	Short to Long-Term	c. £5,000
3-2	Community facilities Work with partners to identify need and opportunities for community facilities including employment services, young people and senior citizens. Consider opportunities in existing buildings (e.g. library, community and conference centre) or vacant units such as Jengers Mead).	SPD projects 3-1. Community-led plan - Economic regeneration, Senior Citizens and Youth	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Work with community partner organisations in support of on-going reviews and initiatives.	Long-Term	c. £650,000

Ref no.	Project name and description	Linked strategies / projects	Key partners	Next steps	Timescales	Indicative project cost
3-3	<p>EYE (Education and Youth Enterprise) project</p> <p>The project will provide a community driven flexible building to encourage young people in the age range 10 to 25 years old to drop in on an informal basis, but also partake in some structured activities as appropriate. The building will comprise space for a lounge, a main multipurpose hall as well as meeting rooms, catering facilities and toilets.</p>	SPD projects 3-2 Community-led plan - Youth	Billingshurst Community Partnership; West Sussex County Council	Feasibility work complete	Short Term 1-2 Years Medium Term 3-5 Years Long Term 5+ Years Short to Long-term	c. £190,000 allocated from S106 agreement.

Ref no.	Project name and description	Linked strategies / projects	Key partners	Next steps	Timescales	Indicative project cost
3-4	Health Facilities To support expansion of the Doctor's Surgery, Roman Way to cater for increased demand arising from new developments	Community led plan - Health Service Provision	Horsham District Council; Clinical Care Commissioning Group; Billingshurst Surgery	Specific S106 funding is already allocated	Long-term	Designated S106 Funding £234,000
Theme 5: Improved car parking						
5-1	Parking strategy and management Prepare a Billingshurst specific parking strategy to provide a coherent context for proposals relating to the High Street and Jengers Mead.	SPD projects 2-1, 1-1 Community-led plan - Transport/ Parking	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Undertake parking study and identify immediate opportunities to implement quick-wins	Short-term, 1-2 years	Project underway
5-2	Car Parking Provision – Station Area Acquisition of land at Myrtle Lane to provide additional commuter car parking to relieve on street car parking in surrounding roads and provide for future demand.	Community-led Plan - Transport/ Parking	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Promote new facility and review operation after 6 months	Already completed	£315,000
5-3	Car Parking Provision – Village Centre Explore other opportunities to increase/acquire car parking provision within Village centre to improve accessibility and overall footfall.	Community-led plan - Transport/ Parking	Chamber of Commerce; Community Partnership; Horsham District Council; Parish Council; West Sussex County Council	Finalise acquisition; promote new facility and review operation after 6 months	Short-term	Projected £90,000

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An aerial photograph of a rural landscape, showing a patchwork of fields, trees, and small buildings. The terrain is hilly, and the fields are of various shapes and sizes, some appearing to be planted with crops. There are several clusters of buildings, likely farmhouses or small villages, scattered throughout the landscape. The overall tone is dark and monochromatic.

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