

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
HELD ON THURSDAY 5<sup>th</sup> NOVEMBER 2015 AT 7.30pm  
AT ROFFEY MILLENNIUM HALL**

**Present:** Councillors N. Butler, Mrs R. Ginn\*, Mrs F. Haigh, R. Knight, Miss H. Ralston\*, T. Rickett, D. Searle, I. Wassell\*, and Mrs S. Wilton

\* denotes absence

**In attendance:** Sue Kemp, Parish Clerk  
Ross McCartney, Parish Council staff

---

**PET/075/15 PUBLIC FORUM**

There were three members of the public present. Through a spokesman the public expressed their objection to planning application DC/15/2329 on the grounds of loss of amenity space. The spokesman commented that Horsham District Council (HDC) had failed to maintain the play area and it was because of that, that it was in the dilapidated condition it was now. Further that such a sale, would set a precedent for similar sales throughout the town and the District.

**PET/076/15 APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted from Councillors Mrs Ginn, Ralston and Wassell

**PET/077/15 DECLARATIONS OF INTEREST**

**Councillor Rickett** declared a **Disclosable Pecuniary Interest** in planning application DC/15/2308 (agenda item 9), as the property was next door to his.

**PET/078/15 MINUTES OF THE PREVIOUS MEETING**

The Minutes of the meeting of 1<sup>st</sup> October 2015 were agreed and signed by the Chairman as being a true record

**PET/079/15 CHAIRMAN'S ANNOUNCEMENTS**

**(a) Coltsfoot Drive Post Office**

Members noted the modernisation and up-grading of the Post Office with extended hours and facilities. It was noted that the new Post Office would open on 26<sup>th</sup> November 2015

**(b) Asset of Community Value – the Fountain Inn**

Members noted that the community nomination for the premises had been rejected and the land was now included in HDC's list of land nominated by unsuccessful community nominations

**(c) Electronic Parishes**

Members noted that Ross McCartney would be attending an HDC meeting on 12<sup>th</sup> November to gain an update on this issue. Members noted that a further Report would be made to the Committee in due course, also detailing how the Parish Council might deal with electronically received plans

**(d) Planting at Roffey Corner**

Members noted that HDC were undertaking a re-planting scheme at this location to replace the previously failed one. The materials to be used would be low grasses and heathers, for colour.

**IT WAS RESOLVED**

**To note the Chairman's Announcement**

**PET/080/15 COMMITTEE BUDGET MONITORING to 30.9.2015 and COMMITTEE BUDGET 2016/2017 (first draft)**

Members noted receipt of the Budget Monitoring information up to 30.9.2015.

Members also noted receipt of the first draft of the 2016/2017 Committee Budget

**IT WAS RESOLVED**

- (a) To note the Committee Budget Monitoring information to 30.9.2015**
- (b) To approve the first draft of the 2016/2017 Committee Budget**

**PET/081/15 RE-NAMING OF EVELYN LANCASTER HOUSE**

Members noted receipt of the Clerk's Report as to the background of the Evelyn Lancaster House name and the current proposal for a 're-branding' of Skylark House. Members considered that the proposed name was incorrect in ornithological terms and put forward 'Kingfisher House' as these had been seen in the locality.

**IT WAS RESOLVED**

**That the name 'Kingfisher House' be put forward to Horsham District Council**

**PET/082/15 PLANNING APPEALS**

Members noted receipt of the Clerk’s Report detailing –

- (a) one appeal against refusal of planning permission in respect of DC/15/0953 (20, Park Farm Close
- (b) two appeal decisions DC/15/0058 (23, Willow Road) and DC/15/0071 (17, Conifers Close) both of which had been dismissed

**IT WAS RESOLVED**

**To note this section of the Clerk’s Report**

**PET/083/15 PLANNING APPLICATIONS**

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990, from HDC, since 1<sup>st</sup> October 2015, and considered each application in turn

**IT WAS RESOLVED**

**That the Committee’s comments on each planning application be forwarded on to Horsham District Council**

**PET/084/15 PLANNING DECISIONS**

Members noted receipt of the schedule of planning decisions made by Horsham District Council

**IT WAS RESOLVED**

**To note the schedule of planning decisions**

**PET/085/15 DATE OF NEXT MEETING**

Thursday 10<sup>th</sup> December 2015 - scheduled

There being no other business, the Chairman closed the meeting sat 8.50pm

.....Chairman

.....Dated

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION  
5<sup>th</sup> NOVEMBER 2015**

<b>DC/15/2109 *</b>	<b>HOLBROOK EAST</b>
Novartis Pharmaceuticals UK Ltd Demolition of building 6 (coal hopper; building 7 (water treatment and sub-station); building 8 (boiler house); building 17 (solvent store); building 30 (solvent store; building 31 (waste management centre); building 32 (solvent drum store); and building 42 (research building) Mr John Yuill	
<b>Parish Council Comment</b> No Objection but would wish to see an effective Traffic Management Scheme in place, to include appropriate times of operation; and which would also apply to future development <b>NOTE – Comment period ended by HDC</b>	
<b>HDC Decision</b>	

<b>DC/15/2118</b>	<b>HOLBROOK WEST</b>
105, Cook Road Erection of a single storey extension Mr Gregory Hurst	
<b>Parish Council Comment</b> No Objection <b>NOTE – Comment period ended by HDC</b>	
<b>HDC Decision</b>	

<b>DC/15/2125 *</b>	<b>ROFFEY SOUTH</b>
80, Forest Road Surgery to 1 x Beech and 1 x Sycamore trees Mr Alex Gardner	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2153</b>	<b>ROFFEY NORTH</b>
All Saints Vicarage, Shepherds Way Proposed single storey extension to be erected in external space between existing study and garage to create a new side entrance to Vicarage for access by Church congregation visitors, keeping Vicar's family entrance separate from each other. Proposed extension to provide a new entrance lobby via a new entrance door into existing study via a new access door. Provision of new visitors' WC within proposed extension Diocese of Chichester	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2199</b>	<b>HOLBROOK WEST</b>
11, Millers Gate Surgery to 1 x Beech tree Mr Nathan Noye	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2272</b>	<b>ROFFEY NORTH</b>
47, Shepherds Way Proposed single storey rear/side extension and pitched roof to replace flat roof to front elevation Mr and Mrs McEwan	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2291</b>	<b>ROFFEY NORTH</b>
50, Bostock Avenue Conversion of single dwelling to 4 x bedsit flats Mr Ian Walker	
<b>Parish Council Comment</b> Objection to this retrospective application on the grounds of over-development of property and the impact of additional parking pressures, creating potential traffic conflicts, by increased occupancy of a single dwelling	
<b>HDC Decision</b>	

<b>DC/15/2294</b>	<b>ROFFEY SOUTH</b>
42, Roebuck Close Fell 2 x Oak trees. Surgery to 3 x Oak trees (TPO) Saxon Weald	
<b>Parish Council Comment</b> No objection but would be guided by the DA and would seek re-planting in place of any felled trees	
<b>HDC Decision</b>	

<b>DC/15/2296</b>	<b>ROFFEY SOUTH</b>
37, Wood End Surgery to 1 x Oak tree (TPO) Saxon Weald	
<b>Parish Council Comment</b> No Objection and would be guided by the DA	
<b>HDC Decision</b>	

<b>DC/15/2308</b>	<b>HOLBROOK EAST</b>
34, Bluebell Close Demolition of existing conservatory and construction of a single storey rear extension. Solar panels to main roof on rear elevation Mrs Rachel Evans	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2319</b>	<b>HOLBROOK WEST</b>
18, Millers Gate Surgery to 1 x Sycamore tree Mr Brad Sheehan	
<b>Parish Council Comment</b> No Objection	
<b>HDC Decision</b>	

<b>DC/15/2325</b>	<b>ROFFEY SOUTH</b>
<p>Leechpool Cottage, Leechpool Lane  Single storey rear/side extension by demolishing an existing extension and removing an unusable cold/damp conservatory using some of the existing footprint. A roof dormer (room in the roof) extension under permitted development rules. There will be two dormers facing the rear of the property  Mr Bob Wort</p>	
<b>Parish Council Comment</b>	
No Objection	
<b>HDC Decision</b>	

<b>DC/15/2329</b>	<b>HOLBROOK EAST</b>
<p>10, Highdown Way  Change of use from play area to residential garden  Mr Rob Fairs</p>	
<b>Parish Council Comment</b>	
Objection on the grounds of loss of amenity space	
<b>HDC Decision</b>	