

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
HELD ON THURSDAY 29TH SEPTEMBER 2016 AT 7.30pm
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

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

* denotes absence

In attendance: Ross McCartney, Trainee Parish Clerk
Pauline Whitehead BA(Hons) FILCM for part of the meeting
(until the new planning applications).

PET/189/16 Public Forum

The meeting was attended by one member of the public. The resident drew members' attention to a publication from the Highways Agency 'Preparing the Strategic Road network for electric vehicles – A research programme' and suggested that consideration should be given to installing a charging lane on the section of the A264 from Great Daux roundabout to Moorhead roundabout as part of the strategic infrastructure associated with the new development north of Horsham (planning application DC/16/1677).

PET/190/16 Apologies for absence

The Committee received apologies and reasons for absence from Councillors N. Butler, Mrs R. Ginn, Mrs F. Haigh, R. Knight, T. Rickett, D. Searle and I. Wassell. Cllr R. Millington did not attend and did not send apologies.

PET/191/16 Declarations of Interest

Cllr R. Turner declared a personal interest in application DC/16/1212, 12 Earles Meadow, as the applicant lives close to a member of Cllr Turner's immediate family.

PET/192/16 Minutes

The Minutes of the meeting held on 8th September 2016 were agreed and signed by the Chairman as a true record.

PET/193/16 Chairman's Announcements

Cycle lanes on Parsonage Road

An email dated 11th September 2016 which had been sent to the Lead Professional – Highway Design, Implementation Team, Strategic Planning, West Sussex County Council (WSSC) from Horsham District Cycle Forum reiterated their wish to be involved in the future development of cycle lanes in Horsham. The e-mail had been copied to North Horsham Parish Council.

It was RESOLVED to note the Chairman's Announcement.

PET/194/16 Consultation

In addition to national validation requirements, Local Planning Authorities (LPA) are able to publish their own list of local validation requirements for planning applications. Horsham District Council's (HDC) Development Management team was currently reviewing their list and had issued a consultation 'Local Information Requirements for Validation' on which it had invited comments.

It was RESOLVED that the Committee would not comment on the 'Local Information Requirements for Validation' consultation originated by HDC.

PET/195/16 Archaeological Advice to Local Planning Authorities in West Sussex.

From 1st April 2015, WSCC withdrew its advisory service for archaeology (and ecology) to Local Planning Authorities in West Sussex. HDC employ contractors to provide archaeological advice, when it is requested. From November 2015 Horsham District Planning Framework (Policy 34) has indicated that a planning application will only be referred for archaeological advice if it lies within an Archaeological Notification Area (ANA). In the past sites which may have the potential to have archaeological remains were highlighted based on proximity to heritage assets, geology, location to natural resources etc. As a result, many unknown archaeological sites have been discovered and recorded. Horsham Archaeology Society have concerns that the change in HDC's policy may result in local heritage being lost and had requested that the Parish Council actively consider culturally significant, historical and heritage areas within its Parish when looking at planning applications.

A local volunteer had offered to draw up a list of culturally significant, historical and heritage areas in North Horsham as a reference document for use by the Planning, Environment and Transport (PET) Committee.

It was RESOLVED that the PET Committee would actively consider culturally significant, historical and heritage areas in North Horsham Parish when considering planning applications using a reference list which will be drawn up by a volunteer as soon as possible.

The Committee expressed appreciation to the local resident who had volunteered to draw up the list.

PET/196/16 Planning Application- DC/16/1677 - North of Horsham Development.

Three working parties nominated by the PET Committee have held a series of meetings, both separately and jointly, to consider different aspects of planning application DC/16/1677. The notes to all of the working group meetings have been published on the newsfeed of the Parish Council website www.northhorsham.gov.uk. Working parties include a member of the public and the Parish Council welcomes further involvement from residents. Two working group meetings held week commencing 26th September 2016 have included discussions with professionals from WSCC Highways and HDC. Work is progressing to submit an initial response to HDC at the end of October 2016.

It was RESOLVED that the Council Clerk would approach consultants on a list which had been compiled from those which had been used by other Parish Councils locally, to ascertain general costs and capacity.

It was AGREED that delegated responsibility be given collectively to the Chairman and Vice Chairman of the PET Committee, the Council Chairman and the Chairman of Finance to agree specific questions and concise areas of investigation that will assist the Parish Council with their response to the planning application. Their role extends to engaging a consultant to conduct a critique of traffic proposals and alternative solutions when it is considered appropriate.

The Council must be kept informed at all stages.

PET/197/16 Planning appeals

HDC had notified an appeal against the refusal of planning relating to DC/16/0803, new three bedroom detached house at 2 Plough Lane, Horsham, RH12 5TN. The Committee had commented on this application on 19th May 2016.

It was RESOLVED to re-iterate as part of the process, previous comments made by the PET Committee.

PET/198/16 Planning applications

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 8th September 2016 and considered each application in turn.

It was RESOLVED that the committee's comments on each planning application be forwarded to HDC.

PET/199/16 Planning decisions

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee.

It was RESOLVED to note the schedule of planning decisions.

PET/200/16 Date of next Meeting
Thursday 3rd November 2016 at 7.30pm – scheduled.

There being no other business, the Chairman closed the meeting at
8:18 p.m.

.....Chairman

.....Dated

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
29th SEPTEMBER 2016**

One declaration of interest.

DC/16/1212	ROFFEY NORTH
Site Address: 12 Earles Meadow Proposal: Loft Conversion with dormers to front elevation and installation of rooflights to rear Applicant: Mr Kevin Butler	
Parish Council Comment No objection.	
HDC Decision	

DC/16/1301	ROFFEY SOUTH
Site Address: 46 Elgar Way Proposal: Two storey side extension with existing garage to be demolished Applicant: Mr Andrew Haining	
Parish Council Comment No objection.	
HDC Decision	

DC/16/1317	COLGATE PC
Site Address: Woodlands Farm Old Crawley Road Proposal: Demolition of existing farm buildings and erection of agricultural storage building Applicant: Mr A Tuck	Please note: This application is on NHPC boarder (ROFFEY SOUTH).
Parish Council Comment No objection - As long as there is no potential for commercial use and it is solely for agricultural purposes. Would also like to see minimisation of water runoff.	
HDC Decision	

DC/16/1563	ROFFEY NORTH
Site Address: 37 Treadcroft Drive Proposal: Change of use of garage, internal alterations plus ground floor garage and first floor extension Applicant: Mr Kenny Sahota	
Parish Council Comment No objection.	
HDC Decision	

DC/16/1780	ROFFEY NORTH
Site Address: 141 Crawley Road Proposal: Extension of existing dropped kerb Applicant: Mr Daniel Dalton	
Parish Council Comment Objection – The committee expressed concern that the proposed application adjacent to the site of the new convenience store could create issues relating to cars exiting and entering the drive way.	
HDC Decision	

DC/16/1987	HOLBROOK EAST
Site Address: 38 Wordsworth Place Proposal: Erection of two storey side extension and single storey rear extension, with bay window to front of property Applicant: Mrs Sarah Cox	
Parish Council Comment No objection.	
HDC Decision	

DC/16/2004	HOLBROOK EAST
Site Address: 9 Lanyon Close Proposal: Loft conversion with dormer Applicant: Ms G Istonova	
Parish Council Comment No objection.	
HDC Decision	

DC/16/2020	HOLBROOK WEST
Site Address: Netsol Technologies Europe Ltd Planet House North Heath Lane Industrial Estate North Heath Lane Proposal: Proposed replacement windows Applicant: Mr Tim Sullivan	
Parish Council Comment No objection.	
HDC Decision	

DC/16/2022	HOLBROOK EAST
Site Address: 4 Beaver Close Proposal: Proposed two storey side extension Applicant: Mr and Mrs Humphrey	
Parish Council Comment Objection - The Committee has serious concerns that the proposed extension will extend into an area of existing landscaping effecting the characteristic of the area in a negative way.	
HDC Decision	

DC/16/2091	HOLBROOK WEST
Site Address: Graylands Estate Langhurst Wood Road Proposal: Variation of condition 1 to previously approved application DC/15/2715 relating to proposed minor material alterations to the building comprising the removal of the chimney, small single storey extension and associated reconfiguration of the windows and doors. Applicant: Verve Properties Ltd	NHPC had no objection on previous application - DC/15/2715
Parish Council Comment No objection.	
HDC Decision	

DC/16/2139	ROFFEY NORTH
Site Address: Open Space Between 71 Amberley Road and 5 Earles Meadow Proposal: Surgery x 2 Hornbeam Trees Applicant: North Horsham Parish Council	
Parish Council Comment No objection.	
HDC Decision	