

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
HELD ON THURSDAY 25<sup>TH</sup> JANUARY 2018 AT 7.30pm  
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

**Present:** Committee Members

Holbrook East:- Cllr. Mrs R. Ginn, Cllr. Mrs F. Haigh (Vice Chairman)\*, Cllr T. Rickett.

Holbrook West:- Cllr. R. Knight, Cllr. R. Millington, Cllr. I. Wassell.

Roffey North:- Cllr. M. Loates, Cllr D. Searle, Cllr J. Smithurst.

Roffey South:-Cllr. J. Day, Cllr. R Turner (Chairman), Cllr. Mrs S. Wilton.

\*denotes absence

**In attendance:** Ross McCartney, Committee Clerk

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**PET/380/18 Public Forum**

There were no members of the public present.

**PET/381/18 Apologies for absence**

The Committee received apologies and reasons for absence from Cllr Mrs F. Haigh.

**PET/382/18 Declarations of Interest**

There were no declarations of interest given.

**PET/383/18 Minutes**

The Minutes of the meeting held on 21<sup>st</sup> December 2017 were agreed and signed by the Chairman as a true record.

**PET/384/18 Chairman's Announcements**

**(a)** Horsham District Council's(HDC) final Brownfield Register had been made and could be accessed through the following link.

<https://www.horsham.gov.uk/planningpolicy/planning-policy/housing-land-availability/brownfield-land-register>

**(b)** West Sussex County Council's (WSCC) local Access Ranger had carried out Public Rights of Way inspections in the parish during January 2018. Following the inspection, routine maintenance work will be prioritised for delivery by WSCC's contractor.

Following a query regarding the footpath that runs from Coney Croft to Crawley Road, next to All Saints Church WSCC responded that:-

*The area between Coney Croft & Footpath 1586\_2 is not publicly maintainable highway (shaded pink) and is not recorded as a public right of way (purple line).*



*A 'claim' might be made to record this path as a public right of way (see webpage)*

<https://www.westsussex.gov.uk/land-waste-and-housing/public-paths-and-the-countryside/public-rights-of-way/request-a-change-to-a-public-path/keeping-the-definitive-map-up-to-date/>

*Indeed, an application for a 'claim' has already been submitted and is currently awaiting investigation:*

[https://www.westsussex.gov.uk/media/9370/dmmo\\_register.docx](https://www.westsussex.gov.uk/media/9370/dmmo_register.docx)

*The process for making an application is described in this booklet*

<http://webarchive.nationalarchives.gov.uk/20150325000001/http://publications.naturalengland.org.uk/publication/31038>

**(c)** Notification had been received that permission was granted for WSCC/005/16/NH - Amendment of conditions 2, 9, 47, 49, 52, 55, 60 and 61 of planning permission DC/2919/06 (NH) at Brookhurst Wood Landfill Site and adjacent land. This was originally put before the Council in February 2016. The lengthy delay in granting permission was due to completion of legal agreements associated with the application.

**(d)** The Director of Planning had confirmed that Parish Councils will be made aware of significant planning applications through the weekly list system apart from the discharge of conditions as there are too many of them which would make the weekly list unusable. Significant planning applications can be called to committee by the Parish Council if the Parish Council wishes to speak on a particular application.

**PET/385/18 North of Horsham development Parish Liaison Meetings**

Invitees included Parish Councillors, Horsham District Council, Liberty Property Trust, members of the community, Horsham Cycling Forum, Horsham Society, neighbouring Parish Councils, Churches Together.

**It was RESOLVED to confirm the listed invitees to the North of Horsham Development Parish Liaison Group.**

**PET/386/18 Verge at the junction of Bostock Avenue and Crawley Road**

Members considered a photograph of the damaged grass verge at the junction of Bostock Avenue and Crawley Road.

**It was RESOLVED to notify WSCC of increased damage to grass verges in North Horsham and request for them to be rectified and measures put in place to mitigate further damage.**

**PET/387/18 Land adjacent to 78 Crawley Road**

Horsham District Councillor R Cornell had requested that the Parish Council raise the condition of the land adjacent to 78 Crawley Road and its suitability for development with the owners, the Surrey and Sussex Health Trust.

**It was RESOLVED to contact Surrey and Sussex Health Trust to notify them of the poor condition of the land adjacent to 78 Crawley Road and to ascertain if there are any future plans for the land.**

**PET/388/18 Consultations**

- (a) WSCC - Horsham Town Centre- contraflow cycling - proposals to extend the on-carriageway contra flow to the corner of Godwin Way/ Fitzalan Road and removal of the existing narrow traffic island with illuminated sign at Compton's Lane/ Crawley Road.

**It was RESOLVED to note the proposals regarding contra-flow cycling submitted by WSCC.**

- (b) WSCC - Joint Minerals Local Plan for West Sussex - WSCC and the South Downs National Park Authority are working in partnership to prepare a new Joint Minerals Local Plan for West Sussex. This will replace the existing Minerals Local Plan (2003). Following public examination hearings in September last year on the submission draft Joint Minerals Local Plan, a number of modifications have been proposed and published to allow representations to be made on their 'soundness' and 'legal compliance', until 15 March 2018 – see attached letters and list of modifications.

**It was RESOLVED to circulate the Joint Minerals Local Plan for West Sussex to the Planning, Environment and Transport Committee and for any comments to be given to the Committee Clerk.**

**PET/389/18 Planning appeals**

<b>REASONS FOR APPEAL</b>	Refused planning permission
<b>APPLICATION REFERENCE</b>	DC/17/2247
<b>WARD</b>	Holbrook East
<b>APPLICATION</b>	Demolition of existing conservatory and erection of replacement rear two storey extension
<b>SITE</b>	25 Burns Close
<b>APPELLANT</b>	Mr & Mrs A Mills
<b>PC COMMENTS</b>	No objection
<b>APPEAL DECISION</b>	<b>LODGED</b>

**It was RESOLVED to note the planning appeal.**

**PET/390/18 Planning Applications**

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 21<sup>st</sup> December 2017 and considered each application in turn.

**It was RESOLVED that the Committee's comments on each planning application be forwarded to HDC (appended as part of the minutes).**

**PET/391/18 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/392/18 Date of next Meeting**

The next meeting is scheduled for Thursday 22<sup>nd</sup> February 2018 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.11 p.m.

.....Chairman

.....Dated

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION  
25<sup>TH</sup> JANUARY 2018**

<b>DC/17/2656</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 56 Pondtail Road <b>Proposal:</b> Demolition of existing bungalow and erection of 1 x two story dwelling and creation of new highway access off Pondtail Road.	
<b>Parish Council Comment</b> Objection. The Committee considered that a two-story building with a habitable area within the roof space on the site would cause nuisance to the neighbours as its size and mass would overshadow and overlook the neighbouring properties. This would also have a negative effect on the street scene. The new access from the driveway onto the highway is badly sited on a corner and could cause obstruction to cars turning in and out of Pondtail Close.	
<b>HDC Decision</b>	

<b>DC/17/2729</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> Pizza Plus Enterprise House 80 Lambs Farm Road <b>Proposal:</b> Retention of an automatic teller machine (ATM) within shopfront (Full Application)	
<b>Parish Council Comment</b> No objection in principle however, it is requested that the luminance of the ATM be dimmed down when the shop is closed to reduce light pollution on the request of residents living close by.	
<b>HDC Decision</b>	

<b>DC/17/2730</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> Pizza Plus Enterprise House 80 Lambs Farm Road <b>Proposal:</b> Retention of 1 No: internally illuminated surround sign and 1 No: internally illuminated logo panel (advertisement consent)	
<b>Parish Council Comment</b> No objection in principle however, it is requested that the luminance of the sign and logo panel be dimmed down when shop is closed to reduce light pollution on the request of residents living close by.	
<b>HDC Decision</b>	

<b>DC/17/2819</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 9 Maple Close <b>Proposal:</b> Demolition of existing detached garage and erection of replacement part single storey part two storey side/ rear extension.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/17/2852</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 24 Durfold Road	
<b>Proposal:</b> Erection of a first floor side extension over existing ground floor garage and construction of a rear dormer.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/17/2859</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> Chennells Brook Lodge, Rusper Road	
<b>Proposal:</b> Retrospective application for the erection of raised decking to the rear of Chennells Brook Lodge.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0016</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 6 Bartholomew Way	
<b>Proposal:</b> Single storey rear extension with pitched roof.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0017</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 3 <sup>rd</sup> Horsham Group, Peary Close	
<b>Proposal:</b> Demolition of existing former scout buildings and erection of 8 x residential dwellings with associated car parking and landscaping.	
<b>Parish Council Comment</b> Objection. The Committee considered that eight residential dwellings on this site would constitute overdevelopment and be out of keeping with the area. The Committee drew attention to the volume of parked cars on Cook Road (the road leading to Peary Close) which had narrowed the road to such an extent that it has resulted in the number 51 bus being taken out of service and the loss of a valuable community facility. Additional residential property would exacerbate this issue.	
<b>HDC Decision</b>	

<b>DC/18/0022</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> St Marks Church North Heath Lane	
<b>Proposal:</b> Erection of a freestanding 'V' shaped sign board with each side 2000 mm long with underside 700 mm above ground level and top 1300 mm above ground level.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0025</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 30 Brushwood Road	
<b>Proposal:</b> Surgery 1 x Oak.	
<b>Parish Council Comment</b> No objection subject to the comments from HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/18/0039</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 22 Haybarn Drive	
<b>Proposal:</b> Single storey rear extension and installation of rear french doors/juliette balcony to east elevation at first floor level	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0050</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Thatches, Forest Road	
<b>Proposal:</b> Single storey side and rear extensions with associated internal alterations	
<b>Parish Council Comment</b> No objection. The Committee wished to register its support for this application as they felt it would enhance the area.	
<b>HDC Decision</b>	

<b>DC/18/0055</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> Enterprise House 80 Lambs Farm Road	
<b>Proposal:</b> Variation of Conditions 4 and 7 to previously approved DC/11/1660.	
<b>Parish Council Comment</b> No objection. However, the Committee reiterated its view regarding concerns of the potential nuisance from cooking smells and would like reassurance that the ventilation system is adequate and working at maximum capacity to reduce unwanted odours.	
<b>HDC Decision</b>	

<b>DC/18/0068</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 4 Rowlands Road	
<b>Proposal:</b> Two storey side extension and single storey front porch extension.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0077</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 2 Bramber Close <b>Proposal:</b> First floor side extension over existing ground floor side projection and associated alterations to external windows/doors and internal layout	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0095</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 6 Forest Oaks <b>Proposal:</b> Surgery to 1 x Oak	
<b>Parish Council Comment</b> No objection subject to the comments from HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/18/0096</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> Beechfield 153 Pondtail Road <b>Proposal:</b> Surgery to 5 x Oak, 1 x Hornbeam, 1 x Holly	
<b>Parish Council Comment</b> No objection subject to the comments from HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/18/0122</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 39 Holbrook School Lane <b>Proposal:</b> Single storey side extension	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0131</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 58 Forest Road <b>Proposal:</b> Proposed two storey side extension	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	

<b>DC/18/0133</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 9 Woodland Way <b>Proposal:</b> Surgery to 2 x Oak Trees	
<b>Parish Council Comment</b> No objection subject to the comments from HDC's Tree Officer.	
<b>HDC Decision</b>	



<b>DC/18/0135</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 4 Windmill Close <b>Proposal:</b> Single storey front extension, single storey rear extension and demolition of existing detached garage to be replaced with two storey side extension.	
<b>Parish Council Comment</b> No objection.	
<b>HDC Decision</b>	