

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 19<sup>TH</sup> JULY 2018 at 7.30pm  
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA**

**1. Public Forum**

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

**3. Declaration of Interests**

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be included in the Minutes.

Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

**5. Chairman's Announcements**

- (a) A copy of a letter to the Director of Planning, Economic Development and Property at Horsham District Council dated 26th June 2018 regarding DC/15/2369 – 37 Treadcroft Drive, Horsham has been circulated to the Planning Committee. The letter highlights concerns that there may be enforcement issues.
- (b) Copy of 2 letters sent to the Manager of the Holbrook Club regarding the extent of the clearance of vegetation at the rear of Trefoil Close to make way for replacement fencing letters dated 25<sup>th</sup> and 28<sup>th</sup> June 2018 were circulated to the Planning, Environment and Transport Committee.
- (c) No financial review has been tabled on the agenda for this financial year as nothing has been spent from the £2,250 revenue budget or the £8,035 in an Earmarked Reserve
- (d) Cllr Gough has been in put in contact with the Bohunt Education Trust who have offered a visit to their school at either Worthing or Wokingham. Cllr S Wilton may also attend.
- (e) Following attendance at the Horsham Cycling Contra Flow meeting, it has been agreed to extend the Godwin Way/Fitzalan Road cycle contraflow to the junction

of Howards Road and Fitzalan Road only. To extend it further in front of the shops would be dangerous to cyclists and motorists.

- (f) There will be a briefing by the Leader of West Sussex County Council on the former Novartis site on Wednesday 25<sup>th</sup> July from 6.30pm to 8pm at the Holbrook Club. All Councillors are welcome.
- (g) A Traffic Regulation Order issued by WSCC in relation to Littlehaven Lane came into force on 9th July 2018. A map outlining the changes has been circulated to all Councillors.

## **7. Parks Charter**

The National Federation of Parks and Green Spaces was formed to give the 'Friends of Parks' groups a voice. It lobbies government and other groups on their behalf. SALC advises parish councils to carefully consider being aligned to lobbying groups as the Council has a responsibility to promote confidence in local democracy and aligning to one viewpoint may give an opportunity for this to be challenged. However, the group is working with a coalition of national organisations to encourage communities to save public green spaces. The Charter for Parks calls on political leaders to:-

- Endorse a legal duty for all public green space to be managed to a good standard.
- Ensure adequate long term resources for maintenance, management and improvements.
- Recognise the right of every citizen to have access within walking distance to a good quality public green space.
- Celebrate the central role well-run parks play in our neighbourhoods for all sections of the community.
- Embed effective protection from inappropriate development or use, or loss of any part of our parks.
- Encourage and enable community involvement and empowerment of local people and park users.

Groups and organisations are encouraged to sign up for the new Charter, but to date, there is no guidance from the National Association of Local Councils (NALC).

## **8. Noise from motorcycles on the A264**

There has been an increase in noise from motorcyclists on the A264 who are acting in an antisocial manner, riding in a way to cause noise and nuisance to local residents.

## **9. Traffic Restriction Orders (TRO)**

### **Lambs Farm Road**

There has been a formal request from residents on Lambs Farm Road to the Parish Council to act on their behalf and submit an application to WSCC for a Traffic Restriction Order to lower the speed along the full length of Lambs Farm Road to 20mph (it is currently 30mph).

### **Hawkesbourne Road (Littlehaven Infants School)**

West Sussex County Council has identified a Local Improvement Scheme for Littlehaven Infant School following concern raised by the headteacher, governors and parents. The proposed Local Transport Improvement Plan (LTIP), which would include full School Safety Zone and improvements to 3 designated crossing points

would be subject to a two year design and build programme, feasibility and funding. A copy of the School Safety Zone signage is attached. This includes flashing lights to indicate an **advisory** 20mph speed restriction. The Parish Council has been advised that to progress a permanent reduction in the speed limit along Hawkesbourne a TRO would need to be submitted separately through the WSCC website to impose a 20mph speed restriction on the area of Hawkesbourne Road which is outside the School.

**10. Speed reduction on Forest Road**

Colgate PC are in discussion with WSCC and the police about reducing the speed limit along Forest Road to 40mph. They are meeting resistance from both WSCC and the Police. However, WSCC have agreed to do another speed count along Forest Road at Roffey end. Colgate are requesting support from North Horsham Parish Council on this initiative.

**11. Parking in Residential Areas near Littlehaven Station**

A resident has contacted the Parish Council following an article in Horsham Pages (North) to highlight his concerns about speeding on the approach to Little Haven Crossing, noise, emissions pollution and anti-social behaviour by motorists. He has previously reported incidents of speeding to the County Councillor and Police. He reports "constant intrusion from noise and pollution from a whole range of road traffic" and has observed that because vehicles park along Rusper Road from the crossing to Giblets Way restricting the width of the road, some motorists drive their vehicles onto the pavement to allow two vehicles to pass. The resident has concerns for the safety of those using the narrow pavement on Rusper Road leading from the crossing.

**12. Consultations**

a) Review of the Strategic Housing and Employment Availability Assessment (SHELAA) Call for sites. A copy of the map and report showing the Strategic Land Availability Assessment 2016 has been circulated to the Committee. A response to Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018 was submitted to Horsham District Council in May 2018. A copy is attached. The deadline is 27th July 2018.

(b) West Sussex County Council Strategic Transport Investment Programme. There is an opportunity to identify and submit to WSCC potential strategic transport priorities for investment. Potential schemes are scored on a set of criteria with those scoring highest being more likely to succeed.

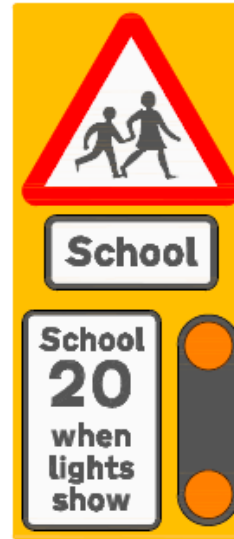
The Horsham Area Transport Package described as Junction Improvements (A24/A264) Parkway Station, TC sustainable transport and car parking initiatives. A24 Great Daux and A24 Robin Hood Junction are already included on the list. The deadline for submissions is 20th July 2018.

### 13. Planning Appeals

<b>REASONS FOR APPEAL</b>	Refused planning permission
<b>APPLICATION REFERENCE</b>	DC/17/1704
<b>WARD</b>	Holbrook West
<b>APPLICATION</b>	Change of use from Public House (Class A4) to Children's Day Nursery (Class D1); Single storey and first floor rear extensions; changes to elevations including addition of 2x front and 1x rear dormer windows; car and cycle parking; siting of external plant on rear elevation; and surfacing of garden area
<b>SITE</b>	41 Pondtail Road
<b>PC COMMENTS</b>	No objection to the change of use however, the Parish Council does not consider that WSCC has addressed the highway concerns raised by residents. Further significant highway safety measures need to be put in place to mitigate the impact from increased traffic and from traffic entering, exiting and using the site, especially when a high population of young children will be in the vicinity.
<b>APPEAL DECISION</b>	<b>LODGED</b>

<b>REASONS FOR APPEAL</b>	Refused planning permission
<b>APPLICATION REFERENCE</b>	DC/17/1853
<b>WARD</b>	Roffey North
<b>APPLICATION</b>	Outline application for the demolition of four existing dwellings. Erection of 35 residential units consisting of 5 x 3 bed dwellings, 18 x 2 bed flats and 12 x 1 bed flats with associated hardstanding/parking all matters reserved except access and layout.
<b>SITE</b>	Land at 9 - 15 Crawley Road
<b>PC COMMENTS</b>	Objection on the grounds it's severely overdeveloped. There is a risk that vehicles associated with the proposed dwellings will increase the congestion that is already experienced at roundabouts and roads in the area. There is concern for public safety in respect of highway access to and from the proposed dwellings.
<b>APPEAL DECISION</b>	<b>LODGED</b>

WSCC SSZ LAYOUT



50mm 'X' height  
 100mm 'X' height  
 50mm 'X' height

SSZ SIGN A

SIGN PLATE DETAILS	
HEIGHT:	1675MM
WIDTH:	740MM
AREA:	1.24sq.m

Sign Reference	Diag.545
Height	600mm
Width	680mm
Area †	0.20sq.m
Material	Class RA2 (12899-1:2007)
Mount Height	2300
† Area reduced for rounded corners.	

Scheme Ref. WSCC SSZ	
Sign Ref. Diag.546	x-height 62.5
Letter colour	BLACK
Background	WHITE
Border	BLACK
Material	Class RA2 (12899-1:2007)
	Width 540mm
	Height 235mm
	Area 0.13sq.m

Scheme Ref. WSCCSSZ	
Sign Ref. DIAG.4004	SIGN FACE
Container	BLACK
Signal	AMBER
	Width 195MM
	Height 660MM
	Area 0.13SQ.M

Scheme Ref. WSCC SSZ		
Sign Ref. Approved sign 'A'	x-height	62.5
Letter colour	SIGN FACE	
Background	WHITE	Width 435mm
Border	BLACK	Height 690mm
Material	Class RA2 (12899-1:2007)	Area 0.30sq.m

SIGN PLATE DETAILS	
HEIGHT:	940MM
WIDTH:	740MM
AREA:	0.69sq.m

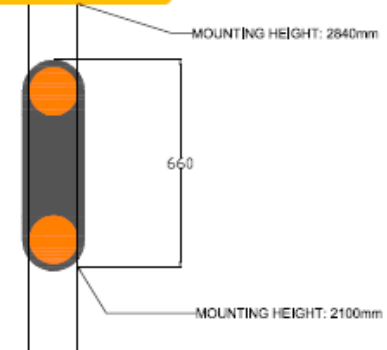


SCHOOL SIGN B

POST(S) & FOUNDATION DESIGN (BS 873) – SIGN TYPE C			
Mounting Height	2840mm	Bases	Individual
Number	1	Base Width	1000mm
Size	88.9/140	Base Length	1000mm
Length	44.30mm	Base Depth	600mm
Centres	N/A	Base Vol. o/a	0.60 m3
Illumination	Yes	Earth Cover	150mm

POST(S) & FOUNDATION DESIGN (BS 873) – SIGN TYPE B			
Mounting Height	2300mm	Bases	Individual
Number	1	Base Width	1000mm
Size	88.9x4.0CHS	Base Length	1000mm
Length	3850mm	Base Depth	600mm
Centres	N/A	Base Vol. o/a	0.60 m3
Illumination	Yes	Earth Cover	150mm

SCHOOL SIGN C





**Horsham  
District  
Council**

## Representation Form

### Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018 (Regulation 18 Consultation)

Horsham District Council has published the 'Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018' for a seven week period of **consultation between 6 April and 25 May 2018**. The Issues and Options document forms the first part of the review of the Horsham District Planning Framework 2015 (HDPF) and the preparation of a new Horsham District Local Plan. The information in the document is **not council policy at this stage**.

Comments on this document are invited. Responses to this consultation will inform and assist in the preparation of a new Horsham District Local Plan, which will run from 2018 to 2036. (Other topics, including housing, will be subject to consultation at a later date.)

Please complete this form and email it to: [strategic.planning@horsham.gov.uk](mailto:strategic.planning@horsham.gov.uk)

#### **All comments must be received by 5:00pm on 25 May 2018**

A copy of the 'Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018' is available to view on the Horsham District Council's website:

<https://www.horsham.gov.uk/planningpolicy/planning-policy/currentconsultations>

Hard copies upon request are also available for inspection at local libraries and the Council office.

All comments may be made publicly available, and identifiable by name and (where applicable) organisation. Please note that any other personal information provided will be processed by Horsham District Council in line the Data Protection Act 1998 and General Data Protection Regulations. Horsham District Council will process your details in relation to this preparation of the Local Plan Review only. For further information please see the Council's privacy policy: <https://www.horsham.gov.uk/privacy-policy>

#### **How to use this form**

Please complete Part A in full, in order for your representation to be taken into account.

Please complete Part B overleaf, identifying which section/page/paragraph your comment relates to by completing the appropriate box (please copy and paste Part B for each new comment on a different section as appropriate).

<b>PART A</b>	<b>Your Details</b>
<b>Full Name</b>	Pauline Whitehead
<b>Address</b>	North Horsham Parish Council Office, Roffey Millennium Hall, Crawley Road, Horsham
<b>Postcode</b>	RH12 4DT
<b>Telephone</b>	01403 750786
<b>Email</b>	Parish.clerk@northhorsham-pc.gov.uk
<b>Organisation (if applicable)</b>	North Horsham Parish Council
<b>Position (if applicable)</b>	Clerk to the Council

## PART B1

**To which part of the document does your representation relate?** (please tick or state Yes as appropriate or provide details)

Section/Appendix Section 2 – Economic Development	Point 2.36 and 2.39	Page number, paragraph  Pages 21,22,27 and 28	
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**Do you support, oppose, or wish to comment on this selection/paragraph?**

(Please tick or highlight one answer)

Support  Support with modifications  Oppose  Have Comments X

**Please give details of your reasons for support/opposition, or make other comments here:**

North Horsham Parish Council wishes to comment on the proposed economic development sites as follows:-

Graylands Estate, Langhurstwood Road.

The Parish Council notes that currently Graylands Estate is not designated as a Key Employment Area, but that there is a recommendation that it becomes one. The Parish Council would support the recommendation. There is some residential development on site but the Parish Council would recommend that the remainder of the site should be kept for business use, in particular the site lends itself to small and medium enterprises that specialise in artisan skills, for example a pottery, blacksmith or woodcrafts which are in keeping with its rural setting.

North Heath Lane Industrial Estate, North Heath Lane. The Parish Council would support North Heath Lane Industrial Estate becoming a Key Employment Area. (KEA)

Parsonage Business Park, Parsonage Way. The Parish Council supports the Parsonage Business Park being designated as a KEA and that it is used for commercial businesses. It is noted however, that the Parsonage Business Park borders Searles Yard where there is a lot of unused space. The area looks very unkempt. The Council observes that Searles Yard site is under utilized with potential for further intensification for employment, especially start up and micro-businesses and residential property. It is suggested that the inclusion of residential housing on the site would break up the heavy industrialisation that may occur otherwise.

Former Novartis site, Wimblehurst Road. The Parish Council supports mixed use employment on this site, but not industrial processes. This site was originally going to be associated with the University of Sussex and with Collyers Sixth Form college nearby, ways to connect the site of the Art Deco building that will be used as a Science Park and the students seems apt. Could a footbridge be installed over the railway to give greater connectivity, not only to Collyers, but to Horsham Park and the town? By giving Collyers greater connectivity, education opportunities could be opened up for the future.

Broadlands Business campus, Langhurstwood Road. The site is not appealing and when the new development has been built access will be through residential property. It is felt that the cumulative effect of traffic and congestion associated with the employment sites in the Langhurstwood Road area should be taken into account before any further allocation of land for employment is considered.

There is a small pocket of land currently used for employment on Crawley Road that comprises of Millers scrapyards and Horsham Flooring. This could have continued use for employment and there is some opportunity for minor development. However, it is acknowledged that this land may not be available for some time.

**What improvements or modifications would you suggest?**

See above, especially for the former Novartis site.

(Continue on separate sheet if necessary)

If you have additional representations please copy and paste additional 'Part B' pages and fill it as appropriate. Please make sure any additional pages are clearly labelled/ addressed or attached.

**PART B2**

To which part of the document does your representation relate? (please tick or state Yes as appropriate or provide details)

Section/Appendix Section 3 - Tourism	Point 3.3	Page number, paragraph  Page 33	
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Do you support, oppose, or wish to comment on this selection/paragraph?

(Please tick or highlight one answer)

Support  Support with modifications  Oppose  Have Comments X

Please give details of your reasons for support/opposition, or make other comments here:

North Horsham Parish is not a tourist destination, but it has some unique features that are valued by residents and have the potential for attracting more people.

New House Farm – is a tea room, farm shop and offers pick your own facilities in the summer.

The Frog and Nightgown public house and café – is a unique experience and well loved locally.

The Motte and Bailey at Chennells Brook – Horsham District Council’s only listed Ancient monument. It is hoped that any plans do not detrimentally effect these local treasures.

**What improvements or modifications would you suggest?**

None.

(Continue on separate sheet if necessary)

Do you wish to be notified of future consultations relating to the review of the Local Plan? X **Yes / No**

(Please ensure you have provided an email address to facilitate electronic notification – see Part A.)