



North Horsham Parish Council

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19th October 2018

NOTICE OF A MEETING OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE

Councillors are respectfully summoned to attend a meeting of the Planning, Environment and Transport Committee to be held on **Thursday 25th October 2018** at 7.30pm at Roffey Millennium Hall for the transaction of the business on the agenda below. Members of the Press and public are welcome to attend.

Please note:- The Planning Environment and Transport Committee has a meeting scheduled at 7:00pm with Horsham District Council's Arboriculturalist Officer to discuss trees in relation to the planning system. North Horsham Parish Council Tree Wardens have been invited.

Ross McCartney
Committee Clerk

Committee Members

Holbrook East:- Cllr. Mrs R. Ginn, Cllr. Mrs F. Haigh, Cllr T. Rickett B.E.M.

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

Roffey North:- Cllr J. Davidson, Cllr. M. Loates (Vice Chairman), Cllr D. Searle.

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

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.

2. Apologies for absence

Recommendation:-To receive apologies for absence.

3. Declaration of Interests

See Clerk's Report.

Recommendation:- To receive any Declarations of Interest from Members of the Committee.

4. Minutes

Circulated previously.

Recommendation:- To approve and sign the Minutes of the Committee Meeting held on 20th September 2018.

5. Chairman's Announcements

See Clerk's Report.

Recommendation:- To receive Chairman's Announcements.

Meeting to be adjourned for a brief presentation from two members of Horsham Society on the new Horsham Society – 'Good by Design' publication.

6. Horsham Society – 'Good by Design' publication

See Clerk's Report.

Recommendations:- To note publication and to use it as one of the Planning, Environment and Transport Committees reference documents.

7. Appointment of additional Tree Wardens

If required, the meeting will be adjourned for an opportunity for candidates to speak.

See Clerks' Report.

Recommended:- To appoint two additional volunteer North Horsham Parish Council Tree Wardens.

8. Tree Warden training

See Clerk's Report.

Recommendations:-

1. To consider supporting two Tree Wardens to attend a '1-day Lantra Awards Basic Tree Survey and Inspection Course'.

2. For the expenditure for the course and £25 each towards travel expenses to come out of the 2018/19 planning budget.

9. North of Horsham Parish Liaison Meeting

Notes from the Parish Liaison Meeting held on 28th September 2018 attached.

Recommendation:- To receive the notes from the meeting held on 28th September 2018.

10. Planning Forecast for 2018/19 and Budget for 2019/20

No money has yet been spent from the £2,250 budget for 2018/19, but there could be costs associated with signs and bollards.

Recommendation: To leave £2,250 in the forecast for 2018/19 and to put the same amount into the budget for 2019/20.

11. Fences on open plan estates

Cllr R. Turner to provide a verbal report.

Recommendation:- To write to Horsham District Council to highlight concerns that the open plan nature of estates is being eroded.

12. Traffic Regulation Order (TRO) for parking restrictions on roads off Lambs Farm Road

See Clerk's Report.

A draft TRO application has been produced – see attached.

Recommendation:- To consider if any alterations are needed to the application.

13. 'Cut engine Cut Pollution' signs at Littlehaven Station

See Clerk's Report.

Recommendation:- To consider installation of a 'Cut Engine Cut Pollution' sign on the southern side of Littlehaven station. Any money spent will come out of the 2018/2019 budget.

14. Resident concern regarding Harwood Road/ Manor Fields junction

See Clerk's Report.

Recommendation:- To consider the action that can be taken to raise awareness of residents' concerns.

15. Consultations

1. **Bus User Survey-** WSCC is developing a Bus Strategy which will consider their approach to and investment in bus services. Metrobus services 98 and 200 are included in the survey. The Closing date for feedback is 18th November 2018.
2. **Southwater Draft Neighbourhood Development Plan –** Southwater Parish Council has submitted a draft Southwater Neighbourhood Development Plan for a formal consultation which ends midnight on 16th November 2018. There are drop-in sessions being held at Beeson House on 23rd October 2018, 6pm to 8pm and 10th November 2018, 10am to 12noon. See plan attached.

Recommendation:- To consider responses to the consultations listed.

16. Planning Appeals

See Clerk's Report.

Recommendation:- To note information regarding any Planning Appeals.

17. Planning Applications

List of applications attached.

Recommendation:- To consider Planning Applications received since 20th September 2018.

18. Planning Decisions

List of decisions attached.

Recommendation:- To note the Schedule of Planning Decisions made by Horsham District Council in respect of previous applications.

19. Date of next Meeting

Thursday 22nd November 2018 (scheduled).