

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 25th JANUARY 2024 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA
Numbers relate to those on 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, Disclosable Pecuniary or Other Registrable 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 minuted.

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.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

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

5. Chairman's Announcements

- i. Members are asked to note that the following compliance complaints have been received since the last meeting within the North Horsham Parish:

Ref. EN/24/0007

1 Brushwood Road, Horsham, West Sussex. RH12 4PE

Alleged breach: Erection of 3-3.5m high aerial in rear garden.

Ref. EN/24/0011

17 Millthorpe Road, Horsham, West Sussex. RH12 4ER

Alleged breach: Loft conversion and dormer extension without planning permission

- ii. Members are advised that the Planning Compliance Statistics report for 2023 has been issued and has been circulated to all members with the Agenda for this meeting.

- iii. Members are asked to recall an item on the last Agenda for the PET meeting on the 21st December 2023, regarding a complaint regarding school pick up and drop off on Lemmington Way. As per the **AGREED** action, on the 8th January 2024, the Committee Clerk contacted Councillor Andrew Baldwin about the Members wanting WSCC Highways to look at the parking along Lemmington Way at the key times of the day when parents drop their children off for school and pick them up, and to look at the safety aspect of this. Councillor Andrew Baldwin promptly responded to the email that same day and copied in the Area Highways Manager and is in contact with us about the issue. The Committee Clerk has since contacted the PCSO for the area to ask if they are aware of any issues raised themselves from residents along that road and will update the Committee through the meetings when a response has been received.
- iv. Members are asked to recall an item on the last Agenda for the PET meeting on the 21st December 2023, regarding Grass Verges, particularly along Redkirk Way and Leith View Road. As per the **AGREED** action, on Thursday 4th January, the Committee Clerk completed and submitted the online forms to WSCC Highways, and on Thursday 11th January, emailed Councillor Jay Mercer as the West Sussex County Councillor and Councillors Tony Bevis and Belinda Walters as the Horsham District Councillors for Roffey North. Councillor Jay Mercer responded on Sunday 14th January to let us know that he has followed up with WSCC Highways and will come back to us when he has a response from them.
- v. Members were made aware by email on 10th January 2024 of the Pre Planning Consultation for the Proposed Base Station Installation Upgrade at Cornerstone, Rusper Road, Rusper Streetworks, Rusper Road, Horsham RH12 5JW. Due to any comments being required by the 18th January 2024, this was handled under Delegated Authority. The comment submitted was *“No Comment at the current time but noting that should a planning application come before this Committee in the future, comments will be based on the information presented to the Committee at that time”*.
- vi. The Clerk has been made aware, through SLCC, of a consultation by the Government on “Street Vote Development Orders” - you can read more using the following link: <https://www.gov.uk/government/consultations/street-vote-development-orders-consultation/street-vote-development-orders>.

In summary (from www.gov.uk website) :-

1. The government has secured new powers through the Levelling Up and Regeneration Act 2023 (the “Act”) to introduce a new route to planning permission called street vote development orders and intends to bring forward secondary legislation to govern how they will operate.
2. Street vote development orders are an innovative new tool that will give residents the ability to propose development on their street and, subject to the proposal meeting certain requirements, vote on whether that development should be given planning permission.
3. Street vote development orders will provide residents with a new opportunity to take a proactive role in the planning process and bring forward the development they want to see on their streets. They will encourage residents to

consider the potential for new development on their streets and are intended to deliver additional or more spacious homes in places where they are needed most, while helping to reduce development pressure on sensitive areas
Due to the tight deadline for comments of the 2nd February 2024, NHPC will not be submitting any comments.

- vii. Following a request from a resident, the Parish Council has relayed a compliance complaint to HDC in respect of an Annex to the rear of 33 Millthorpe Road relating to an enforcement notice issued in 2020.
- viii. WSCC have advised that as part of their Bus Service Improvement Plan, they will be installing in excess of 400 Real Time Passenger Information displays on bus stops over the next two years. The first 40 locations have been published including one in North Horsham at Blenheim Road and further information has been circulated to Members as part of the weekly correspondence list.
- ix. The Planning Inspectorate has announced that from the 1st April 2024, people wanting to share their views on planning and enforcement appeals must submit their comments through the [Appeals Casework Portal \(ACP\)](#). Comments will no longer be accepted by email.

6. Planning Appeals

No Appeals have been received or determined since the last meeting.

Decision: To note that there have been no Appeals received or determined since the last meeting

7. Planning Applications

The current list of Planning Applications for comment is attached as **Appendix 1**.

Decision: To consider Planning Applications received since 21st December 2023.

8. Planning Decisions

The current list of Planning Decisions by HDC is attached as **Appendix 2**.

Decision: To note the Schedule of Planning Decisions made by Horsham District Council since the last meeting in respect of previous applications.

9. Gatwick Airport Northern Runway

NHPC is now registered as an interested party of the Gatwick Airport Northern Runway Project. The Clerk has been sent information from the Planning Inspectorate of how the application will be examined and has asked NHPC's for additional comments to be submitted by the 12th March 2024. The runway was last discussed by the Committee on the 21st September 2023 and the relevant extract from the Minutes is as follows:

PET/053/23 Registration as an Interested party for the Gatwick Northern Runway Examination

The process is open for the registration as an interested party for the Gatwick Northern Runway Examination and the opportunity closes on Sunday 29th October 2023. The Parish Clerk has to submit comments at the time of

registering. The runway was last discussed by the Committee back in November 2021 and the relevant extract from the Minutes is as follows:

PET/985/21 Gatwick Northern Runway - The Consultation ends on 1st December 2021. Cllr D. Mahon attended a virtual briefing regarding the consultation on the 2nd November 2021. Cllr D. Mahon's summary of the briefing has been circulated to members of the Planning, Environment and Transport (PET) Committee. Gatwick's Consultation Team has provided the Parish Council with hard copies of the 'Consultation Overview Document' (Annex 4) and the 'Questionnaire Consultation' (Annex 5) document which have been made available for PET Committee members to collect. Alongside this the Gatwick's Consultation Team have provided all the digital documents for the consultation, which are also available on their website <https://www.gatwickairport.com/businesscommunity/future-plans/northern-runway/documents/>. The digital documents have been forwarded onto members of the PET Committee. It is understood that there will be another opportunity to consider the application at a later stage in the proposal. **It was RESOLVED to continue North Horsham Parish Council's support of Gatwick Airports expansion of the Northern runway. However, additional clarification is required on the project to form a final decision. It is requested that any future aircraft flight paths minimise noise pollution to residents of North Horsham.**

Members noted the last comments on the runway made previously in November 2021 and discussed the registering as an interested party for the Gatwick Northern Runway Examination. Members **AGREED** that they have no objection to the expansion of the airport, but they would want to be assured that there is adequate infrastructure to cope with the additional traffic for the runway and they are also concerned that the Northern Runway would have a flight path over the Parish, especially over Holbrook. Members **RESOLVED** for these comments to be submitted by the Parish Clerk when registering NHPC as an interested party.

Members therefore need to agree whether any additional comments to those already submitted (above) should be submitted to the Inspectorate. These should be submitted as soon as possible so that a Committee response may be drafted and referred back to this Committee at the February meeting for approval.

Decision: Members to send any additional comments to the Committee Clerk by Friday 9th February 2024.

Members are also advised that various hearings are to be held between 28th February and 6th March as follows :-

- Open Floor Hearing 1 (OFH1). Wednesday 28 February 2024 from 10:00am.
- Open Floor Hearing 2 (OFH2). Wednesday 28 February 2024 from 6:00pm.
- Issue Specific Hearing 1 (ISH1) on the Case for the Proposed Development. Thursday 29 February 2024 from 10:00am.

- Issue Specific Hearing 2 (ISH2) on Control Documents/ the Development Consent Order. Friday 1 March 2024 from 9:30am.
- Issue Specific Hearing 3 (ISH3) on Socio-economics. Tuesday 5 March 2024 from 10:00am.
- Issue Specific Hearing 4 (ISH4) on Surface Transport. Tuesday 5 March 2024 from 2:00pm. • Issue Specific Hearing 5 (ISH5) on Aviation Noise. Wednesday 6 March 2024 from 10:00am.

Whilst it is not suggested that a representative from the Parish Council attend and participate in these sessions, it is possible for the meetings to be viewed remotely and Members are asked to agree any viewers of the live streams.

Decision: To agree if any Members should view the live streams.

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
25TH JANUARY 2024**

DC/23/2239	HOLBROOK WEST
Site Address: 103 Pondtail Road, Horsham, RH12 5HT. Proposal: Conversion of existing garage into an annexe.	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2281	ROFFEY NORTH
Site Address: 23 Rowlands Road, Horsham, RH12 4LH. Proposal: Demolition of detached garage and erection of a single storey side and rear extension.	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2317	ROFFEY NORTH
Site Address: 3 Grasmere Gardens, Horsham, RH12 4GT. Proposal: Surgery 1x Lime.	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2207	HORSHAM RURAL
Site Address: Boxer Retreat, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: Array of 102 ground mounted solar panels.	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2323	HOLBROOK WEST
Site Address: Bentley House, Industrial Estate, North Heath Lane, Horsham, RH12 5QE. Proposal: Prior Notification for Change of Use of building from Office to form 10 residential units.	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/21/1427	HORSHAM RURAL
<p>Site Address: Land North of Horsham - Rm Area 7 Horsham. Proposal: Application for approval of Reserved Matters pursuant to Condition 5 of Outline Planning Permission reference DC/16/1677 for RM Area 7 comprising 221 (Class C3) residential units, car and cycle parking, new landscaping, drainage, access and internal roads, and associated infrastructure. Relating to access, appearance, landscaping, layout and scale.</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2272	ROFFEY SOUTH
<p>Site Address: 7 Woodland Way, Horsham, RH13 6AH. Proposal: Surgery to 2 x Oak Trees</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2133	ROFFEY NORTH
<p>Site Address: 60 Ringley Road, Horsham, RH12 4AT. Proposal: Partial garage conversion to habitable living space with associated alterations.</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/24/0022	ROFFEY SOUTH
<p>Site Address: 194 Crawley Road, Horsham, RH12 4EU. Proposal: Erection of a two storey side and rear extension.</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

WSCC/002/24	HORSHAM RURAL
<p>Site Address: Brookhurst Wood Landfill Site, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: Construction and operation of a materials recycling facility, including offices and visitor centre, an anaerobic digestion plant, and extension to an existing landfill site, and ancillary infrastructure (Variation of Condition 2 of planning permission WSCC/067/19 for a 12-month extension to the end date to complete restoration of the landfill).</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/24/0061	HORSHAM RURAL
<p>Site Address: Land North of RM Area 1 and 2 Mowbray Hillside, Rusper Road, Horsham.</p> <p>Proposal: Reserved matters application for the provision of landscaping and ecological enhancements to the Hillside pursuant to Condition 5 of approved outline application DC/16/1677 (Outline planning application with all matters reserved except access for a mixed use strategic development to include housing (up to 2,750 dwellings), business park (up to 46,450 m²), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure).</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

DC/23/2328	HORSHAM RURAL
<p>Site Address: Mowbray, Sub Phase 2, Old Holbrook, Horsham.</p> <p>Proposal: Application for approval of Reserved Matters pursuant to Condition 5 of Outline Planning Permission DC/16/1677 for extension of the primary road between Phases 1 and 2, temporary turning head, provision of pedestrian/ cycle paths, SUDS basins and associated landscaping. OPP accompanied by an Environmental Statement.</p>	
Parish Council Comment 25/01/2024:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS1923
21.12.2023 - 25.01.2023**

DC/23/2109	ROFFEY NORTH
Site Address: 7 Lambs Farm Close, Horsham, RH12 4JZ. Proposal: Erection of a first floor extension over existing ground floor and a two storey rear and side extension.	
Parish Council Comment 21/12/2023: No objection.	
HDC Decision	PERMITTED

DC/23/1953	HOLBROOK WEST
Site Address: 37 Pondtail Road, Horsham, RH12 5HP. Proposal: Demolition of existing rear extension and erection of a single storey side and rear extension. Relaying of existing driveway including the extension of the existing dropped kerb. Installation of a 2m privacy fence to the side of the dwelling.	
Parish Council Comment 21/12/2023: No objection.	
HDC Decision	PERMITTED

DC/23/2079	ROFFEY NORTH
Site Address: 6 Amberley Close, Horsham, RH12 4LL. Proposal: Erection of a single storey side and rear extension.	
Parish Council Comment 23/11/2023: No objection, however, NHPC Members have a preference of a pitched roof rather than a flat roof.	
HDC Decision	PERMITTED

DC/23/2069	ROFFEY NORTH
Site Address: 17 Millthorpe Road, Horsham, RH12 4ER. Proposal: Erection of a single storey rear extension.	
Parish Council Comment 23/11/2023: No objection.	
HDC Decision	PERMITTED

DC/23/2017	ROFFEY NORTH
Site Address: 26 Searles View, Horsham, RH12 4FG. Proposal: Surgery to 1x Oak.	
Parish Council Comment 23/11/2023: No objection subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED

DC/23/1940	ROFFEY SOUTH
Site Address: Iona, 70 Forest Road, Horsham, RH12 4HL. Proposal: Surgery to 1x Oak	
Parish Council Comment 26/10/2023: No objection subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED

DC/23/1155	ROFFEY NORTH
Site Address: 76 Rusper Road, Horsham, RH12 4BN. Proposal: Replacement of existing door and windows with a larger door opening.	
Parish Council Comment 22/06/2023: No objection.	
HDC Decision	PERMITTED