



## NORTH HORSHAM PARISH COUNCIL

### MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 25<sup>th</sup> JANUARY 2024 AT 7.30pm

**Present:** Cllr. J. Davidson (Vice Chairman), Cllr. Mrs G. Davidson-Fernandez, Cllr. Mrs R. Ginn, Cllr Mrs J. Gough, Cllr. R. Knight, Cllr. T. Rickett BEM\*, Cllr. D. Searle, Cllr. S. Torn\*, Cllr. R. Turner (Chairman)\*, Cllr. Mrs S. Wilton  
(\*denotes absence)

**In attendance:** Kirsty Tickner - Committee Clerk

***Due to the absence of the Chairman the Vice-Chairman, Cllr. J. Davidson, would chair the meeting.***

**PET/093/24      Public Forum**

There were no members of the public present.

**PET/094/24      Apologies for absence**

Members **NOTED** the apology and reason for absence from Cllr R. Turner, Cllr. T. Rickett BEM and Cllr. S. Torn.

**PET/095/24      Declarations of Interest**

Cllr. R. Knight declared an interest in DC/23/2239 due to living nearby.

**PET/096/24      Minutes**

The Minutes of the Committee Meeting held on 21<sup>st</sup> December 2023 were **AGREED** and signed by the Chairman as a true record.

**PET/097/24      Chairman's Announcements**

- i. Members **NOTED** 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 - Members asked if they could have more information on this.

Ref. EN/24/0022

Annexe Rear of 33 Millthorpe Road Horsham West Sussex RH12 4ER

Alleged breach: Residential occupation of former garden building in breach of enforcement notice EN/20/0202.

- ii. Members were advised that the Planning Compliance Statistics report for 2023 had been issued and was circulated to all members along with the Agenda for the meeting.
- iii. Members recalled an item on the last Agenda for the PET meeting on the 21<sup>st</sup> December 2023, regarding a complaint about school pick up and drop off on Lemmington Way. As per the **AGREED** action, on the 8<sup>th</sup> 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 had since then contacted the PCSO for the area to ask if they are aware of any issues raised themselves from residents along that road and updated the Committee that the PCSO has confirmed that they have not received any residential complaints about the parking along that road since 2022. The Committee Clerk updated Members that a meeting has since been arranged for next month, between the Area Highways Manager, Councillor Andrew Baldwin and the Chairman.
- iv. Members recalled an item on the last Agenda for the PET meeting on the 21<sup>st</sup> December 2023, regarding Grass Verges, particularly along Redkilm Way and Leith View Road. As per the **AGREED** action, on Thursday 4<sup>th</sup> January, the Committee Clerk completed and submitted the online forms to WSCC Highways, and on Thursday 11<sup>th</sup> 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 14<sup>th</sup> January to let us know that he had followed up with WSCC Highways and will come back to us when he has a response from them. On Friday 19<sup>th</sup> January, WSCC Highways emailed the Committee Clerk to say that they have investigated the Leith View Road issue and passed a job to their contractor to repair the defect in accordance with their maintenance timescales. On Tuesday 23<sup>rd</sup> January, WSCC Highways emailed the Committee Clerk to say the issue reported with Leith View Road had been repaired.
- v. Members were reminded of the email they received on the 10<sup>th</sup> 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 18<sup>th</sup> 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 was 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](http://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

Members were advised that due to the tight deadline for comments of the 2<sup>nd</sup> February 2024, NHPC will not be submitting any comments.

- vii. Following a request from a resident, the Parish Council 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.

Members were made aware of the following update from the Clerk: “As *Members will have read in the Clerks report, the Council was made aware of a resident’s concern that an Enforcement Notice prohibiting a building in Canberra Place being used as a dwelling had been breached, and this was largely based up the installation of a large aerial to the roof of the building. However, investigations have confirmed that this aerial had been in situ since at least late 2022 and therefore may be a remnant from before the Enforcement Notice. Following discussions with HDC, it has been agreed not to progress this complaint at the current time but of course, should further information be received as evidence that the unit is being used as a dwelling, HDC will be notified*”.

- viii. WSCC 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

Members were reminded that further information was circulated to them as part of the weekly correspondence list.

- ix. Members were made aware of the Planning Inspectorate announcing that from the 1<sup>st</sup> 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.
- x. On Wednesday 24<sup>th</sup> January, HDC advised of a notification of Appeal Allowed for WSCC/015/18/NH - Former Wealden Brickworks, Langhurstwood Road, Horsham, West Sussex, RH12 4QD - Recycling, Recovery and Renewable Energy Facility and Ancillary Infrastructure. Previously, this application was discussed by Members at an Extraordinary Meeting on the 12<sup>th</sup> April 2018, where the details of a public meeting were discussed that was held at Holbrook Tythe Barn on the 20<sup>th</sup> April 2018. The application was then discussed at the PET Meeting on 26<sup>th</sup> April 2018 where the Committee RESOLVED to object to WSCC/015/18/NH with the comment of *“The Parish Council strongly objects to this application on the grounds that the design, height, size and mass of the buildings has a detrimental effect on the local landscape and distinctiveness of the area and that there is insufficient evidence to satisfy the Parish Council that there will be no adverse effect on the health and wellbeing of local residents from the plant and vehicle emissions to and from the site”*. The document produced by the Clerk was used as a basis for the reasons for objection and is on WSCC website alongside the application.
- xi. Cllr. Mrs G. Davidson-Fernandez made Members aware of a house that has been boarded up for some time on Littlehaven Lane and it was agreed for the NHPC Office to try and find out why that is.

The Chairman’s Announcements were **NOTED**.

**PET/098/24 Planning Appeals**

Members **NOTED** the Planning Appeal information under the Chairman’s Announcements.

**PET/099/24 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 2023 and considered each application in turn.

Following discussion of the applications, Members **RESOLVED** to submit the comments as detailed in **Appendix 1** to these Minutes.

**PET/100/24 Planning Decisions**

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee, which were **NOTED**.

## **PET/101/24 Gatwick Airport Northern Runway**

Members were reminded that NHPC is now registered as an interested party of the Gatwick Airport Northern Runway Project. The Clerk was 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 12<sup>th</sup> March 2024. The runway was last discussed by the Committee on the 21<sup>st</sup> 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 29<sup>th</sup> 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 2<sup>nd</sup> 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 were required 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.

Members **AGREED** to send any additional comments to the Committee Clerk by Friday 9<sup>th</sup> February 2024.

Members were also advised that various hearings are to be held between 28<sup>th</sup> February and 6<sup>th</sup> 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.

Members **AGREED** they do not feel that anyone from the Committee needs to attend or view the hearings.

**PET/102/24      Date of next Meeting**

The next meeting is scheduled for Thursday 22<sup>nd</sup> February 2024 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.14pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION  
25<sup>TH</sup> JANUARY 2024**

<b>DC/24/0065</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 4 Elgar Way, Horsham, RH13 6RH. <b>Proposal:</b> Erection of a first floor side extension above existing garage.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/22/2069 - Amendment</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Land at Furzefield Road Horsham RH12 4NF <b>Proposal:</b> Demolition of existing garages and erection of 5No. dwellings with associated external works and landscaping. <b>Amendment: New plans added and more detail on surface water and drainage.</b>	
<b>Previous Parish Council Comment 24/11/2022:</b> No objection.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/23/2239</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 103 Pondtail Road, Horsham, RH12 5HT. <b>Proposal:</b> Conversion of existing garage into an annexe.	
<b>Parish Council Comment 25/01/2024:</b> No objection to the annexe however NHPC would not want to see an additional private dwelling.	
<b>HDC Decision</b>	

<b>DC/23/2281</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 23 Rowlands Road, Horsham, RH12 4LH. <b>Proposal:</b> Demolition of detached garage and erection of a single storey side and rear extension.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/23/2317</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 3 Grasmere Gardens, Horsham, RH12 4GT. <b>Proposal:</b> Surgery 1x Lime.	
<b>Parish Council Comment 25/01/2024:</b> No objection subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/23/2207</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Boxer Retreat, Langhurst Wood Road, Horsham, RH12 4QD. <b>Proposal:</b> Array of 102 ground mounted solar panels.	
<b>Parish Council Comment 25/01/2024:</b> No objection as long as it is not blocking access to public right of way.	
<b>HDC Decision</b>	

<b>DC/23/2323</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> Bentley House, Industrial Estate, North Heath Lane, Horsham, RH12 5QE. <b>Proposal:</b> Prior Notification for Change of Use of building from Office to form 10 residential units.	
<b>Parish Council Comment 25/01/2024:</b> Objection – Unsuitable change of use of building to form residential units within an industrial estate, with concerns for the safety of potential residents and regarding access.	
<b>HDC Decision</b>	

<b>DC/21/1427</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Land North of Horsham - Rm Area 7 Horsham. <b>Proposal:</b> 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.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/23/2272</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 7 Woodland Way, Horsham, RH13 6AH. <b>Proposal:</b> Surgery to 2 x Oak Trees	
<b>Parish Council Comment 25/01/2024:</b> No objection subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	



<b>DC/23/2133</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 60 Ringley Road, Horsham, RH12 4AT. <b>Proposal:</b> Partial garage conversion to habitable living space with associated alterations.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/24/0022</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 194 Crawley Road, Horsham, RH12 4EU. <b>Proposal:</b> Erection of a two storey side and rear extension.	
<b>Parish Council Comment 25/01/2024:</b> No objection.	
<b>HDC Decision</b>	

<b>WSCC/002/24</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Brookhurst Wood Landfill Site, Langhurst Wood Road, Horsham, RH12 4QD. <b>Proposal:</b> 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).	
<b>Parish Council Comment 25/01/2024:</b> No objection – NHPC would prefer to see it finished rather than abandoned.	
<b>HDC Decision</b>	

<b>DC/24/0061</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Land North of RM Area 1 and 2 Mowbray Hillside, Rusper Road, Horsham. <b>Proposal:</b> 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 m <sup>2</sup> ), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure).	
<b>Parish Council Comment 25/01/2024:</b> No objection but would want the landscape to be maintained.	
<b>HDC Decision</b>	

<b>DC/23/2328</b>	<b>HORSHAM RURAL</b>
<p><b>Site Address:</b> Mowbray, Sub Phase 2, Old Holbrook, Horsham.  <b>Proposal:</b> 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>	
<p><b>Parish Council Comment 25/01/2024:</b>  No objection.</p>	
<b>HDC Decision</b>	