



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 22ND FEBRUARY 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

PET/103/24 Public Forum

There were no members of the public present.

PET/104/24 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllr. R. Ginn, Cllr. D. Searle, Cllr. R. Knight, Cllr. T. Rickett BEM and Cllr. S. Torn.

PET105/24 Declarations of Interest

There was no declaration of interest declared.

PET/106/24 Minutes

The Minutes of the Committee Meeting held on 25th January 2024 were **AGREED** and signed by the Chairman as a true record.

PET/107/24 Chairman's Announcements

- i. Members were asked to note that no compliance complaints have been received since the last meeting within the North Horsham Parish.
- ii. HDC sent notice of the WSCC Post-16 Transport Policy Statement Consultation. West Sussex County Council asks for views each year about the Post-16 Transport Policy Statement. The consultation aims to make sure the information in the Policy Statement is up to date and complete. The Policy Statement sets out the help that is available through the council, schools, colleges and transport operators for young people of sixth-form age and those who are 19+ with an Education Health and Care Plan to get to school or college.

A consultation is now open for any Councillors or members of the public to complete the survey and is available via this [link](#) and runs until the 17 March 2024. All responses will be considered before the council's Post-16 Transport Policy statement is published at the end of May.

- iii. In late December 2023 the Government published a revised version of the National Planning Policy Framework (NPPF) which can be viewed using this link:
https://assets.publishing.service.gov.uk/media/65a11af7e8f5ec000f1f8c46/NPPF_December_2023.pdf.

Members **NOTED** the circulation to all Parish Councillors on the weekly correspondence list dated 7th February, a Summary of the pertinent points following the publication of the revised NPPF at the end of 2023 as provided by HDC.

- iv. Members were asked to recall that at the last meeting it was agreed that any comments to be submitted to the Planning Inspectorate regarding the Gatwick Airport North Runway Project, should be forwarded to the Committee Clerk by 9th February (Min. PET/101/23 refers). As no comments were received by the deadline, the Clerk has not submitted any further comments to the examination.
- v. The Chairman updated Members on his meeting on Lemmington Way, in the middle of the afternoon on the 22nd February 2024, with Councillor Andrew Baldwin and Adam Bazley, the Area Highways Manager. At the time of the afternoon meeting, their own cars were the only vehicles parked on the road. The three discussed how the County is aware of the parking issues for some roads near schools, and due to only 50 Traffic Regulation Orders (TROs) being allowed for the County, there are currently more pressing demands for TROs and no further action will be taken.

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

PET/108/24 Planning Appeals

There have been no new Appeals lodged since the last meeting.

Notification was received from HDC that an Appeal has been Dismissed in respect of DC/22/1960 for the demolition of existing garage and erection of a two storey detached dwelling located on land to the north side of Flagstones on North Heath Lane, as well as new off street parking arrangements for Flagstones to the south side. This application was last considered by the Parish Council's PET Committee on the 24th November 2022. The comment submitted was "*Objection. Over development of the site and poor design that is not in keeping with the surrounding area*".

Members **NOTED** the Planning Appeal information.

PET/109/24 Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 25th January 2024 and considered each application in turn.

Members were asked to note that application DC/23/2255 is a retrospective application for a site on which a Compliance complaint was submitted and was noted under the Chairman's Announcements at the meeting held 26th October 2023 (Min. PET/06/23 refers).

Members were asked to note that application DC/24/0128 is no longer on the HDC Public Access Planning site after the Committee Clerk checked on the 21st February 2024, and therefore no comment could be made.

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

PET/110/24 Planning Decisions

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

PET/111/24 Grass Verges along Redkiln Way

Members were asked to recall that this matter was last discussed at the meeting held on the 21st December 2023 (Min. PET/090/23 refers). On the 19th February 2024, the Committee Clerk received the following response from WSCC Highways: -

"I visited this road today and found several vehicles that were parked on the (grass) verge near to redkiln close.

The verges appear to be in a poor condition due to inconsiderate parking. Unfortunately, there are no restrictions in place to deter this from happening.

I would like to suggest two measures that may be suitable for dealing with the matter and they are as follows:

1. Community TRO - These seek to address local issues on the highway and are relatively non-complex and non-contentious, for example, use of double yellow lines for junction protection or speed limits.

2. Community Highway Schemes - These are schemes, with associated TROs, that may be more complex and need to be delivered through the County Council's Highways Improvement Programme, for example, traffic calming schemes.

You can google both of these schemes or look them up on the WSCC website for additional information on applying for one of these schemes. I hope that the above is of use for you”.

A further email was received from a resident who states the following: -

*I’m contacting you again because there does not appear to have been a response on the ground from WSCC. However, just in the past couple of weeks, vehicles are now parking completely on the verge! Perhaps the owners received a note telling them they were causing an obstruction or perhaps one owner just decided to park on the verge one day and others inevitably followed but either way the verge is now in a pitiful state. It’s such a shame to see it like this. The green verge is an attractive amenity for the benefit of all residents, not just the drivers who park there on drivers time after time. It is the same vehicles for the majority of the time. I’m not sure of the law around parking on verges but suspect it’s more likely to discourage than encourage.
Is there anything that can be done to encourage these vehicles to park legally and allow the verge to recover to what it was?*

Members discussed this matter and what options are available and some that could be costly. Members **AGREED** that they would take this forward to a future meeting.

PET/112/24 To alter the date of the August PET meeting to the 22nd August 2024.

The current date for the August PET meeting is on the 29th August 2024. Members were asked to consider if the meeting could be moved one week forward to the 22nd August 2024 due to the Committee Clerk being on holiday at the end of that month.

Members **AGREED** that the PET meeting can be moved to the 22nd August 2024.

PET/113/24 Legal Event Order for Horsham Definitive Map (13 June 2022)

West Sussex County Council (WSCC), as Surveying Authority, are responsible for keeping the Definitive Map and Statement up to date. The Definitive Map and Statement for Horsham sometimes changes by way of public path orders and legal events which require a Legal Event Order to formally update the Map and Statement.

WSCC advised that the Definitive Map and Statement for Horsham was updated by way of Legal Event Order on 13 June 2022, as part of a wider project to update the entire definitive map and statement for West Sussex, which comprises 14 different map areas. A copy has been provided to all Parish Councils within the Horsham Definitive Map area and may be viewed in the Parish Office.

With regard to the update completed in 2022, the amendment that affects the Parish of North Horsham is:-

FP1586-3 - Greenfields Road south and southwest to Leith View Road, Horsham

Part of the public footpath 1586-3 in the parish of North Horsham commencing within the boundary of Northholmes School at GR 519324 132090 heading North for approximately 20m ending at the edge of the boundary of Northholmes School GR 519319 132107 as shown by a bold continuous line on Item 45 to the order (attached as **Appendix 3**).

Members **NOTED** the update to the Definitive Map and Statement.

PET/114/24 Date of next Meeting

The next meeting is scheduled for Thursday 28th March 2024 at 7.30pm.

There being no other business, the Chairman closed the meeting at 7.53pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
22ND FEBRUARY 2024**

DC/24/0211	HOLBROOK EAST
Site Address: 7 Drake Close, Horsham, RH12 5UB. Proposal: Erection of a side extension to provide garage to dwellinghouse.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

DC/23/2248	HOLBROOK EAST
Site Address: 51 Olive Close, Horsham, RH12 4TH. Proposal: Installation of 2No windows to the western elevation and associated alterations.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

DC/24/0120	HOLBROOK EAST
Site Address: Roffey Football Club, Bartholomew Way, Horsham, RH12 5JL. Proposal: Erection of observation tower.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

DC/24/0126	HOLBROOK WEST
Site Address: The Rising Sun, 41 Pondtail Road, Horsham, RH12 5HP. Proposal: Erection of a single storey detached garden building.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

DC/24/0117	ROFFEY NORTH
Site Address: 52 Littlehaven Lane, Horsham, RH12 4JB. Proposal: Removal of existing rear extension and erection of single storey rear extension and conversion of loft into habitable space.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

WSCC/004/24	HOLBROOK WEST
Site Address: North Heath Community Primary School, Erica Way, Horsham, RH12 5XL. Proposal: Installation of hardstanding and associated fencing and play equipment.	
Parish Council Comment 22/02/2024: No objection.	
HDC Decision	

DC/24/0128	HORSHAM RURAL
Site Address: Telecommunications Mast 11774, Rusper Road, Horsham. Proposal: Proposed Base Station Installation Upgrade.	
Parish Council Comment 22/02/2024: Application removed from HDC Planning Site – No comment made.	
HDC Decision	

DC/24/0134	ROFFEY NORTH
Site Address: 24 Willow Road, Horsham, RH12 4UN. Proposal: Surgery to 1x Oak.	
Parish Council Comment 22/02/2024: No objection subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/24/0131	ROFFEY SOUTH
Site Address: 55 Wallis Way, Horsham, RH13 6ST. Proposal: Surgery x6 Oak, Fell x2 Oak.	
Parish Council Comment 22/02/2024: No objection to the surgery of the six trees, subject to the comments of HDC's Tree Officer. Due to the oak trees being in a long row, the Committee requests that if the HDC Tree Officer finds two trees need to be felled, that they are replaced with oak trees.	
HDC Decision	

DC/23/2255	ROFFEY SOUTH
<p>Site Address: 176 Crawley Road, Horsham, RH12 4EU.</p> <p>Proposal: Resurfacing of access to the side of the dwelling and erection of a replacement boundary walls including the extension of the residential curtilage (Retrospective).</p>	
<p>Parish Council Comment 22/02/2024: No objection provided that pedestrian access is protected, and the concerns of the Arboricultural Officer are addressed.</p>	
HDC Decision	

DC/24/0174	ROFFEY SOUTH
<p>Site Address: The Chimes, 175 Manor Fields, Horsham, RH13 6SG</p> <p>Proposal: Surgery to 2x Oak</p>	
<p>Parish Council Comment 22/02/2024: No objection subject to the comments of HDC's Tree Officer.</p>	
HDC Decision	