

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 28<sup>TH</sup> MARCH 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/24/0065

194 Crawley Road, Horsham, West Sussex, RH12 4EU.

Alleged breach: Construction of garden shed

Ref. EN/24/0086

86 Littlehaven Lane, Horsham, West Sussex, RH12 4JB.

Alleged breach: Construction of loft extension

- i. Members may recall an item on the Agenda for the November PET Meeting, (PET/076/23), regarding the damage to the wooden post and rail fencing at Farhalls Crescent. As per the **AGREED** action, on the 8<sup>th</sup> December 2023, the Committee Clerk submitted a form to WSCC Highways and asked them to replace with new post and rail fence, rather than removal, to prevent the risk of people parking on the green space, and contacted Cllr. Jay Mercer. Since then, we have received the following update from WSCC Highways:

*“I attended today with the view to remove some damaged fencing but leaving others in place. I was approached by residents of the area and I explained highways position and they were very understanding.*

*They asked if they could pay to have some minor repairs done (as we no longer maintain) and I agreed that they could. However, to ensure everything was safe, I removed any dangerous nails and metal straps. I also ensured the rest of the fencing was secured and hammered back in any loose nails.*

*I will be closing this enquiry (for now) as it is clear the residents would like to preserve what is left”.*

- ii. Members are advised that as the Parish Council has registered as an Interested Party in the Gatwick Northern Runway Examination, a further update has been received regarding the timetable and procedures. However, as the Committee noted in the Chairman’s Announcement at the last meeting held 22<sup>nd</sup> February 2024, as no comments had been provided by Members, no further submission was made to the Examiner (Min. PET/107/24iv refers). Therefore, following liaison with the Committee Chairman, no further action has been taken.
- iii. The Clerk recently attended the monthly meeting between Horsham District Clerks and Insp. Neil Durkin of Sussex Police. Discussion took place regarding the Community Speed Watch Schemes in place in the neighbouring Neighbourhood Council’s and they offered to give any assistance to NHPC should they wish to look into a scheme for the Parish. If Members would like to consider this further, it would need to be an Agenda item for a future Committee Meeting.

## 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 22<sup>nd</sup> February 2024.**

## 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. To discuss resident concerns regarding Lambs Farm Road and revisit parking issues and road safety within the Parish**

A Lambs Farm Road resident recently emailed the Parish Clerk regarding their safety concerns with the increased traffic along the road and their speed, and vehicles parking on grass verges opposite Tesco's. The resident expressed their concern of no safe crossings on the road and said that with the increase in the volume of traffic and of speeding vehicles, they would like to see an active plan to slow down traffic. The resident also described how the verges opposite Tesco's are becoming eroded and unsightly, and how cars parking in front of the shops are performing unsafe manoeuvres.

**Decision: To discuss the concerns of the resident, parking issues and road safety and agree on any action.**

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

<b>DC/24/0258</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 65 Earles Meadow, Horsham, RH12 4HR. <b>Proposal:</b> Erection of a first floor side extension.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0250</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 18 Heath Way, Horsham, RH12 5XN. <b>Proposal:</b> Demolition of garage. Erection of a single storey side extension with front porch and roof reconfiguration. Conversion of rear conservatory	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0274</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 88 Farhalls Crescent, Horsham, RH12 4BY. <b>Proposal:</b> Demolition of existing garage. Erection of a single storey side and rear extension.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>S106/24/0003 – No comments required on return</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Mowbray (Land North of Horsham) Old Holbrook Horsham <b>Proposal:</b> Discharge of obligation pursuant to Schedule 4, Part 17 Clauses 1.3.1 to 1.3.3 (Management Company) under planning permission DC/16/1677	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0242</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> Open Space Between 71 Amberley Road And 5 Earles Meadow, Horsham, RH12 4HP. <b>Proposal:</b> Surgery to 1x Cherry.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0329 – No comments required on return</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Horsham, North Rusper, Streetworks, Rusper Road, Horsham, RH12 5JW. <b>Proposal:</b> To install electronic communications apparatus/development ancillary to radio equipment housing on behalf of Cornerstone. Proposed upgrade to the existing 17.0m High Pole.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	<b>NO OBJECTION TO NOTIFICATION</b>

<b>DC/24/0332</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 11 Allcard Close, Horsham, RH12 5AJ. <b>Proposal:</b> Surgery to 1x Lawson Cypress and 2x Sweet Chestnut.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0314</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 7, Unit 1, Littlehaven Lane, Horsham, RH12 4JF. <b>Proposal:</b> Construction of a new first floor for residential use (as 1 self-contained dwelling) above the existing commercial premises.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0281</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 32 Lanyon Close, Horsham, RH12 5JP. <b>Proposal:</b> Removal of garage door and installation of a window and brickwork to match existing house.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0001</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> 32 Buttercup Road, Horsham, RH12 6AQ. <b>Proposal:</b> Conversion of existing car port to create enclosed garage.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0208</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 4 Holming End, Horsham, RH12 4UW. <b>Proposal:</b> Fell 1x Scotts Pine, Surgery to 3x Sycamore, and Surgery to 5x Oak.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/0393</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 136 Pondtail Road, Horsham, RH12 5EZ. <b>Proposal:</b> Surgery to a Group of 21x Conifer.	
<b>Parish Council Comment 28/03/2024:</b>	
<b>HDC Decision</b>	

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING DECISIONS1923  
22.02.2024 - 28.03.2024**

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

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

<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>PERMITTED</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>PERMITTED</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>PERMITTED</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>WITHDRAWN</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>PERMITTED</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>PERMITTED</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>PERMITTED</b>



<b>DC/23/1958</b>	<b>HORSHAM RURAL</b>
<p><b>Site Address:</b> Warnham Brickworks, Langhurst Wood Road, Horsham, RH12 4QD.</p> <p><b>Proposal:</b> Installation of heat pump.</p>	
<p><b>Parish Council Comment 23/11/2023:</b> No objection.</p>	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/23/1660</b>	<b>HORSHAM RURAL</b>
<p><b>Site Address:</b> Northlands Farm, Old Holbrook, Horsham, RH12 4TW.</p> <p><b>Proposal:</b> Demolition of existing hay barn and erection of new hay barn.</p>	
<p><b>Parish Council Comment 21/09/2023:</b> No objection.</p>	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/23/1409</b>	<b>HOLBROOK EAST</b>
<p><b>Site Address:</b> Roffey Football Club, Bartholomew Way, Horsham, RH12 5JL</p> <p><b>Proposal:</b> Variation of condition 1 of previously approved application reference DC/22/1474 (Erection of canopy for standing spectators) seeking a revised location of canopy.</p>	
<p><b>Parish Council Comment on DC/22/1474 on 27/10/2022:</b> The Parish Council support this application if there are appropriate litter bins installed. Members commented that any growth membership of the football club needs to have parking issues and changing facilities considered.</p>	
<p><b>Parish Council Comment 24/08/2023:</b> The Parish Council support this application but want to be assured that the appropriate litter bins are being considered.</p>	
<b>HDC Decision</b>	<b>PERMITTED</b>