

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
HELD ON THURSDAY 1ST JUNE 2017* AT 7.30pm
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

*The meeting was rescheduled from 25th May 2016.

Present: Committee Members

Holbrook East:- Cllr. Mrs R. Ginn**, Cllr. Mrs F. Haigh, Cllr T. Rickett.

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

Roffey North:- Cllr. N. Butler, Cllr. M. Loates, Cllr D. Searle**.

Roffey South:-Cllr. J. Day, Cllr. R Turner, Cllr. Mrs S. Wilton**.

**denotes absence

In attendance: Ross McCartney, Committee Clerk

Pauline Whitehead - BA(Hons) FILCM, Parish Clerk

PET/279/17 Elect a Chairman

After being nominated by Cllr. M. Loates and seconded by Cllr. R. Knight, Cllr. R. Turner was elected Chairman of the Committee.

PET/280/17 Elect a Vice Chairman

After being nominated by Cllr. R. Knight and seconded by Cllr. M. Loates, Cllr. Mrs F. Haigh was elected Vice Chairman of the Committee.

PET/281/17 Public Forum

Present were two members of the public representing Horsham Cycle Forum. They raised awareness of their campaign to promote a Cycle Plan for Horsham in line with the Government's Local Cycling and Walking Infrastructure Plans, technical guidance for which was published by the Department of Transport in April 2017. West Sussex County Council (WSCC) has shown interest in this initiative and the Cycle Forum will speak with Horsham District Council (HDC) specifically regarding cycle way links from Horsham to Crawley through the north of the parish where development has been approved.

PET/282/17 Apologies for absence

The Committee received apologies and reasons for absence from Cllr. Mrs R. Ginn, Cllr. D. Searle, Cllr R. Millington, Cllr. I. Wassell and Cllr. Mrs S. Wilton. Cllr. N. Butler did not attend and did not give apologies.

PET/283/17 Declarations of Interest

Cllr Mrs F. Haigh, Cllr. M Loates, Cllr. R. Knight, Cllr. T. Rickett and Cllr R. Turner declared a personal interest in planning application DC/17/0798, 5 Dutchells Copse, as the applicant was known to them.

PET/284/17 Minutes

The Minutes of the meeting held on 13th April 2017 were agreed and signed by the Chairman as a true record.

PET/285/17 Chairman's Announcements

The business community expressed concern through the local press as they have experienced a downturn in business following the introduction of car park charges at the Godwin Way Car Park from 1st April 2017 by HDC.

The Parish Council sent a letter to HDC outlining concerns regarding the pay machine which does not take cash, is difficult to use and often out of order. Concern was also raised regarding the maximum stay of three hours which has had an effect on some users of Roffey Millennium Hall as well as the business community.

The Chairman of the Parish Council and Clerk had met with the Regional Manager and Local Manager of the Co-operative store on Fitzalan Road to explore if financial contribution from local retailers could assist the Parish Council to take responsibility for the Godwin Way Car Park in the future with the aim of offering some free parking. The local Co-operative store manager is arranging a meeting between the Parish Council and the wider local business community to explore this further.

The Parish Council had been notified that additional information relating to Landscape/ Visual Impact, Archaeology/ Heritage, Noise, Air Quality and Odour, Flood Risk and Drainage, Design and Scale and other general clarification in respect of planning application

WSCC/062/16/NH, Recycling, Recovery and Renewable Energy Facility and Ancillary Infrastructure at the former Wealden Brickworks, Langhurstwood Road, Horsham was imminent. The application would be included on the agenda for June 22nd along with the opportunity to nominate a Committee Member to speak when the application went forward to WSCC Committee for decision, hopefully on 18th July 2017.

PET/286/17 Development north of A264

Planning application DC/16/1677- development north of Horsham was approved on 22nd May 2017.

It was RESOLVED to hold a meeting of the joint North of Horsham development working parties to review how to move forward and make recommendations to the Planning Committee and full Council.

The Committee AGREED that it did not consider there was a conflict of interest if Horsham Cycle Forum, HDC or WSCC used a contractor commissioned by North Horsham Parish Council to do work on cycle links on the development north of the A264 for future work on a Horsham Cycle Plan.

PET/287/17 Bollards at Lambs Farm Road and Fitzalan Road

It was RESOLVED to work with WSCC and HDC to help facilitate the improvement of pedestrian safety outside One Stop on Lambs Farm Road and on Fitzalan Road.

PET/288/17 Tree Warden update and Tree Charter Status

The Committee RESOLVED to note meeting notes between the Parish Council, WSCC and Tree Wardens held on 15th March 2017.

NALC has partnered with more than 60 organisations, including the Woodland Trust to help launch a new Charter for Trees, Woods and People on November 8th 2017. The Tree Charter will set out how local communities and trees can best benefit one another and it will serve as a resource which local councils can use in support of efforts to look after trees in their area.

Becoming a Charter Branch is free of charge and level of involvement is down to individual Councils. It may range from signing up to receive copies of the Charter's newspaper 'Leaf!', helping gather signatures of support, to more imaginative projects and activities around trees for which there is funding of up to £1,500 available.

Being involved with the Tree Charter enables the Council to seek advice regarding trees and to help develop the Tree Charter into the future.

It was RESOLVED that North Horsham Parish Council would apply to become a local council Charter Branch with a basic level of involvement.

PET/289/17 Consultations

SHELAA: Employment Report 2017. Horsham District Council invited the Parish Council to comment on any factual points or to give any further information relating to the Employment sites in North Horsham. Sites are 0.25 hectares (or capable of providing 500 square metres of employment floor space) and above.

It was RESOLVED to respond to HDC stating there was no objection to the sites within the Employment Report 2017 and to flag that the Novartis site had not been included.

PET/290/17 Planning appeals

There were no planning appeals.

PET/291/17 Planning Applications

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 13th April 2017 and considered each application in turn.

It was RESOLVED that the committee's comments on each planning application be forwarded to HDC (appended as part of the minutes).

PET/292/17 Planning decisions

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee.

It was RESOLVED to note the schedule of planning decisions.

PET/293/17 Date of next Meeting

The next meeting is scheduled for Thursday 22nd June 2017 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.30 p.m.

.....Chairman

.....Dated

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
1st JUNE 2017

DC/17/0208	HOLBROOK WEST
Site Address: Hayman 19 Durfold Road	
Proposal: Proposed two storey extension to rear and side.	
Applicant: Mr Simon Taylor	
Parish Council Comment	
HDC Decision	PERMITTED

DC/17/0777	ROFFEY NORTH
Site Address: 2 The Hollies	
Proposal: Proposed conversion of existing integral garage.	
Applicant: Mr Will Cowley	
Parish Council Comment	
No Objection.	
HDC Decision	

There were 5 declarations of personal interest on this application.

DC/17/0798	HOLBROOK EAST
Site Address: 5 Dutchells Copse	
Proposal: Erection of a 1.25m black metal railing to front of property.	
Applicant: Mr Andrew Baldwin	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0813	HOLBROOK WEST
Site Address: 11 Wagtail Close	
Proposal: Single storey side extension, front porch, part garage conversion and internal reconfiguration.	
Applicant: Mr Richard Thomas	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0822	ROFFEY SOUTH
Site Address: 194 Crawley Road	
Proposal: Proposed single storey rear extension.	
Applicant: Mr Adam Searle	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0823	ROFFEY NORTH
Site Address: 29 Earles Meadow	
Proposal: Proposed erection of raised decking with summerhouse and garden shed.	
Applicant: Mr Ken Harvey	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0847	HOLBROOK EAST
Site Address: 41 Brook Road	
Proposal: Erection of a two storey side extension.	
Applicant: Mr & Mrs Overington	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0852	ROFFEY NORTH
Site Address: 6 Fieldend	
Proposal: Single storey extension at first floor level over existing garage with pitched roof. Single storey extension to the rear.	
Applicant: Ms Georgina Byrne	
Parish Council Comment	
No Objection but a hipped gable would be more aesthetically pleasing.	
HDC Decision	

DC/17/0880	ROFFEY NORTH
Site Address: Land at The Rear of 80 and 82 Rusper Road	
Proposal: Erection of one single storey dwelling.	
Applicant: Mr Clinton Gadd	
Parish Council Comment	
Objection on the grounds of overdevelopment of the site and back land filling.	
HDC Decision	

DC/17/0947	ROFFEY SOUTH
Site Address: Garage Blocks Church Road	
Proposal: Surgery to 1 x Oak (T1)	
Applicant: Saxon Weald	
Parish Council Comment	
No Objection subject to comments from the HDC tree officer.	
HDC Decision	

DC/17/0958	ROFFEY NORTH
Site Address: 34 Treadcroft Drive	
Proposal: Erection of a wooden shed on the front drive adjacent to the house.	
Applicant: Mr Paul Blackman	
Parish Council Comment	
Objection as it is damaging to the street scene.	
HDC Decision	

DC/17/0965	ROFFEY SOUTH
Site Address: 10 Wellwood Close	
Proposal: Erection of a two storey side extension.	
Applicant: Mr Malcom Crabbe	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/0998	HOLBROOK EAST
Site Address: Land Rear of 65 Drake Close	
Proposal: Fell 1 x Oak	
Applicant: Mr Thomas young	
Parish Council Comment	
No Objection subject to comments from the HDC tree officer and that it is replaced with an appropriate native species if feasible.	
HDC Decision	

DC/17/1014	HOLBROOK WEST
Site Address: 17 Cavendish Close	
Proposal: Proposed erection of single storey side extension with gable end roof and single storey rear extension.	
Applicant: Mr G Peel	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1016	ROFFEY SOUTH
Site Address: Acacia House 110 Manor Fields	
Proposal: Re-pollard 13 False Acacia Trees to original pollard points.	
Applicant: Mr Howard Payne	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1021	HOLBROOK EAST
Site Address: 3 Petworth Drive	
Proposal: Two storey rear extension.	
Applicant: Mr and Mrs A L Kerr	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1026	HOLBROOK WEST
Site Address: Fisher Clinical Services UK Ltd Langhurst Wood Road	
Proposal: Proposed construction of a UK Power Networks specified substation.	
Applicant: Mr Nick Cooper	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1036	ROFFEY SOUTH
Site Address: 4 Rutherford Way	
Proposal: Single storey side extension.	
Applicant: Mr Russell Crunden	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1049	HOLBROOK EAST
Site Address: 15 Bailey Close	
Proposal: New pergola to rear. New boundary wall to side.	
Applicant: Mr Z Czaban	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1058	ROFFEY SOUTH
Site Address: The Coach House Comptons Brow Lane	
Proposal: Proposed single storey rear extension with internal alterations.	
Applicant: Mr Kurzeja	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1105	ROFFEY SOUTH
Site Address: 46 Forest Road Horsham	
Proposal: Erection of conservatory to rear of property.	
Applicant: Mr Grahame West	
Parish Council Comment	
No Objection.	
HDC Decision	

DC/17/1123	HOLBROOK WEST
Site Address: Orange Telecommunications Mast WSS7119 North Heath Lane Industrial Estate North Heath Lane Horsham	
Proposal: Installation of a Pogona cabinet, measuring 1230 x 400 x 1032mm and associated development.	
Applicant: Victoria Parsons	
Parish Council Comment	
No Objection.	
HDC Decision	