

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
HELD ON THURSDAY 23RD NOVEMBER 2017 AT 7.30pm
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

Present: Committee Members

Holbrook East:- Cllr. Mrs R. Ginn, Cllr. Mrs F. Haigh (Vice Chairman)*, Cllr T. Rickett*.

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

Roffey North:- Cllr. M. Loates, Cllr D. Searle, Cllr J. Smithurst.

Roffey South:-Cllr. J. Day, Cllr. R Turner (Chairman), Cllr. Mrs S. Wilton.

*denotes absence

In attendance: Ross McCartney, Committee Clerk

HDC and NHPC Cllr K and Burgess Cllr P. Burgess (present for part of the meeting)

WSCC Cllr P. Catchpole (present for part of the meeting)

PET/358/17 Public Forum

There were no members of the public present.

PET/359/17 Apologies for absence

The Committee received apologies and reasons for absence from Cllr T. Rickett and Cllr R. Millington. Retrospective apologies were given by Cllr F. Haigh.

PET/360/17 Declarations of Interest

There were no declarations of interest given.

PET/361/17 Minutes

The Minutes of the meeting held on 26th October 2017 were agreed and signed by the Chairman as a true record.

PET/362/17 Chairman's Announcements

- A meeting with WSCC to discuss traffic issues relating to the former Novartis site at Parsonage Road took place on the 27th October 2017 and was attended by Cllr Peter Burgess in his capacity as an HDC councillor. *Cllr P. Burgess gave a verbal report regarding the meeting with WSCC.*

[Cllr P. Burgess and Cllr K. Burgess left the meeting]

- A response to the letter sent to the Director Planning following the last Planning Meeting regarding the recent changes to the Constitution at the Council meeting had been received. The letter gave assurance that any significant planning application can still be called to committee by the Parish Council if it wishes to speak on the application. The changes agreed by Horsham District Council broadly covered three types of applications. The first type were certificates of lawfulness as they are a legal determination and not something

where the merits can be debated. The second type of applications were those where a time limit applies and the risk of allowing the application to be called to committee could result in the determination period having passed and so permission would be granted by default (applications for prior approval etc.) or the application has a clear time limit. The third type of exclusion was to clarify that the more minor applications would not be considered at committee as the Members were of the view that was not a good use of their time debating a minor change to an application (such as applications for a non-material amendment).

The Director of Planning added that as the decision has been taken by the Council he has no power to change it, however, the Parish Council has the opportunity to ask him to consider referring any application that may be controversial or that may warrant a wider debate.

- Cllr Peter Burgess, Cllr David Searle and the Deputy Clerk attended a WSCC Horsham Area Highways Team Liaison event on 16th November 2017.

[West Sussex County Councillor Peter Catchpole joined the meeting]

With agreement from the committee the request for support for a Traffic Restriction Order for Old Holbrook Road was moved forward to this point in the meeting (PET/364/17).

Cllr P Catchpole notified the Parish Council that Britaniacrest Recycling Ltd are preparing to send through an application, in relation to a Recycling, Recovery and Renewable Energy Facility and Ancillary Infrastructure and suggested collaborative meetings with WSCC, NHPC and Mr. Brian Johnson, a local resident of Langhurstwood Road.

[Cllr Peter Catchpole left the meeting]

- The north of Horsham development – Parish Liaison Group met on 22nd November 2017. The notes from the meeting will be made available as soon as possible.
- HDC has agreed to join the Parish Liaison Group meetings and cancel the HDC organised Liaison meetings, the first of which was scheduled for the 7th December 2017, to avoid duplicating work and using up officer resources.
- The parish council met with HDC to discuss Godwin Way Car Park on the 21st November 2017. It was noted that since the start of the temporary development works at Tesco Express and the availability to pay by cash in the car park there has been an increase of use. However, due to these circumstances HDC are unable to accumulate an accurate assessment of the site and will

have to reevaluate its status at a suitable time.

PET/363/17 Consultations

1. Brownfield Land Register Consultation – Documents associated with North Horsham sites attached.

There are 8 sites in North Horsham.

Strategic Housing and Employment Land Availability Assessment identified sites with no planning permission

SA285 Old Pumping Station, Rusper Road

SA 530 Rising Sun, Pondtail Road

SA605 Scout HQ site Peary Close

Allocated sites

SA138 137 Crawley Road

SA139 9 -13 Crawley Road

SA144 Parsonage Farm

SA 146 Star Reservoir

Sites with Planning Permission

SA390 Former Novartis site

2. Minor non-material amendments to DC/17/2395 – The Holbrook Club

It was RESOLVED;

1. **To acknowledge the current 8 Brownfield sites and to make no comments.**
2. **To make no comments.**

PET/364/17 Request for support for a Traffic Restriction Order for Old Holbrook.

A local resident has requested support for a TRO for Old Holbrook.

The application for the TRO is to have a 30mph speed limit, double yellow lines painted at and near the junction of the A264 bypass and a “not suitable for HGV” sign. The resident believes the road is especially dangerous for dog walkers and pedestrians.

HDC advised that **should** the Parish Council support this request representations are made to WSCC.

Cllr P. Catchpole gave full support for this resident's application.

It was RESOLVED to support the resident's application for a TRO to have a 30mph speed limit along Old Holbrook, to reflect the residential nature of the road, double yellow lines painted at and near the junction of the A264 bypass, to increase road safety, and a “not suitable for HGV” sign, subject to majority support from local residents. Representation will be made to WSCC.

PET/365/17 Planning appeals

There were no planning appeals.

PET/366/17 Planning Applications

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 26th October 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/367/17 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/368/17 Date of next Meeting

The next meeting is scheduled for Thursday 21st December 2017 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.39 p.m.

.....Chairman

.....Dated

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
23rd NOVEMBER 2017

DC/17/1704	HOLBROOK WEST
Site Address: 41 Pondtail Road Proposal: Change of use from Public House (Class A4) to Children's Day Nursery (Class D1); Single storey and first floor rear extensions; changes to elevations including addition of 2x front and 1x rear dormer windows; car and cycle parking; siting of external plant on rear elevation; and surfacing of garden area	
Parish Council Comment No objection in principle however, request that the applicant address the objections from WSCC Highways and local residents.	
HDC Decision	

DC/17/2382	ROFFEY NORTH
Site Address: 13 Rusper Road Proposal: Erection of single storey rear extension	
Parish Council Comment No objection	
HDC Decision	

DC/17/2389	HOLBROOK WEST
Site Address: 12 Cavendish Close Proposal: Erection of two storey rear extension and alterations to existing side dormer window.	
Parish Council Comment No objection	
HDC Decision	

DC/17/2392	ROFFEY NORTH
Site Address: 33 Naldrett Close Proposal: Erection of rear conservatory	
Parish Council Comment No objection	
HDC Decision	

DC/17/2395	
Site Address: The Holbrook Club North Heath Lane	
Proposal: Non material amendment to previously approved application DC/16/2855 (Residential development of playing fields providing for 58 new dwellings including a new access from Jackdaw Lane.) Alterations to approved site layout, changes to bedroom numbers in plots 3 and 53 and amendments to approved door, window and sill designs.	
Parish Council Comment	
No comments	
HDC Decision	

DC/17/2404	HOLBROOK WEST
Site Address: Dendys 40 Heath Way	
Proposal: Surgery to 1 x Oak	
Parish Council Comment	
No objection subject to the comments of the HDC Tree Officer.	
HDC Decision	

DC/17/2446	HOLBROOK EAST
Site Address: Gateford Rusper Road	
Proposal: Two storey side extension and single storey rear extension with internal alterations	
Parish Council Comment	
No objection	
HDC Decision	

DC/17/2480	ROFFEY SOUTH
Site Address: 6 Forest Oaks	
Proposal: Proposed extension of existing attached garage and alterations to driveway	
Parish Council Comment	
No objection	
HDC Decision	

DC/17/2507	HOLBROOK EAST
Site Address: 12 Beaver Close	
Proposal: Fell 1 x Ash and Surgery to 1 x Ash	
Parish Council Comment	
No objection subject to the comments of the HDC Tree Officer and if felled the tree is replaced with a suitable native species.	
HDC Decision	

DC/17/2533	ROFFEY SOUTH
Site Address: 84 Wallis Way	
Proposal: Surgery to 1 x Oak	
Parish Council Comment	
No objection subject to the comments of the HDC Tree Officer.	
HDC Decision	

DC/17/2589	HOLBROOK EAST
Site Address: 30 Cissbury Close	
Proposal: Garage conversion and single front extension to garage. Access ramp to front door	
Parish Council Comment	
Deferred to next planning meeting due to insufficient quality of plans on HDC's website, paper plans at the time had not been received.	
HDC Decision	