

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
HELD ON THURSDAY 18TH JULY 2019 AT 7.30pm
AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM**

Present: Committee Members

Cllr M. Cockerill, Cllr J. Davidson (Vice Chairman), Cllr Mrs R. Ginn, Cllr Mrs J. Gough, Cllr R. Knight*, Cllr D. Mahon, Cllr R. Millington, Cllr T. Rickett BEM, Cllr D. Searle, Cllr R. Turner (Chairman), Cllr I. Wassell, Cllr Mrs S. Wilton.

*denotes absence

In attendance: Ross McCartney – Committee Clerk, Pauline Whitehead BA(Hons) FSLCC - Parish Clerk for part of the meeting.

PET/654/19 Public Forum

There were no members of the public present.

PET/655/19 Apologies for absence

The Committee received apologies and reasons for absence from Cllr R. Knight.

PET/656/19 Declarations of Interest

There were no declarations of interest.

PET/657/19 Minutes

The Minutes of the Committee Meeting held on 20th June 2019 were agreed and signed by the Chairman as a true record.

PET/658/19 Chairman's Announcements

1. Mike Smith, one of North Horsham Parish Council's Tree Wardens had stepped down from his post after 2 years working with the Parish Council. He was extremely helpful to the Parish Council and contributed in his wider role to work done nationally. The Parish Council has thanked Mr Smith for his service. The Parish Council now has 3 appointed, volunteer Tree Wardens.
2. A resident of Lambs Farm Road had reported an issue of being blocked in by a lorry that was delivering to One Stop, while parked in a lay-by in Greenfields Road. The resident also reported that the management of the shop appeared unable to help the situation. This information has been passed onto the West Sussex County Councillor for Roffey.
3. The Parish Council had received The High Weald Area of Outstanding Natural Beauty Management Plan 2019-2024.
4. The Parish Council had received plans for proposals for a School

Safety Zone at Littlehaven School on Hawkesbourne Road. The original proposals were put to the Parish Council's Planning Committee on 19th July 2018. The Committee supported the scheme and sought to progress a Traffic Regulation Order to make the 20mph speed limit within the proposals enforceable. As the deadline for response was 17th July 2019, an indication was made to West Sussex County Council (WSSCC) that the scheme was supported by North Horsham Parish Council.

PET/659/19 Public speaking on DC/18/2687 – development on the former Novartis site on Parsonage Road.

The Planning Committee had previously nominated Cllr R. Turner or Cllr T. Rickett B.E.M. to speak on Planning Application DC/18/2687 when it is put before Horsham District Council's (HDC) Planning Committee on 6th August 2019.

The Parish Council had already submitted comments on the application, but additional information had since been received. This comprised:-

- An updated Travel Plan.
- An updated Landscape Parameters Plan.
- An updated Ecological Appraisal and Phase II Survey report.

In light of additional information, the Committee **AGREED to amend the comments originally made for factual reasons when speaking at the HDC Planning Committee.**

It was AGREED that the speaker will raise concern about traffic backing up as a result of traffic lights being installed at the Wimblehurst/ Parsonage Road/ North Heath Road junction (Junction C) due to the close proximity of the Blenheim bus stop on North Heath Lane to the junction. Additional traffic impacts on air quality and the safety of those trying to cross the roads in that vicinity. Many young people use that route to get to Collyers Sixth Form College. The Committee recommended that greater emphasis be put on vehicles using the entrance/ exit on Parsonage Road, to try to avoid Junction C. Greater usage of Parsonage Road gives rise to safety concerns regarding the half barrier at the railway crossing and it is recommended that the half barrier should be replaced with a full barrier. However, this will add to the delay for traffic using Parsonage Road as the barrier would be closed for substantially longer. Despite some analysis of the cumulative effect of development on traffic movements within the Local Plan, it is felt that this issue has not been given sufficient consideration especially as there is the conversion of a significant number of former office premises in the town to dwellings which has already impacted on the road network and will continue to do so. The Committee has concerns that the on street parking on the site is insufficient and will lead to tensions within the

development. The Committee consider that an opportunity to improve the connectivity from the site to Horsham Railway Station has not been sufficiently investigated as the long term benefits of reducing traffic and encouraging more people to walk far outweigh the original capital outlay.

PET/660/19 Passenger Benefit Fund – Littlehaven Station

Following the disruption faced by passengers in summer 2018, the Secretary of State for Transport announced that Govia Thameslink Railway (GTR) would contribute £15 million towards a passenger benefit fund which would be used to provide tangible benefits for passengers. The Secretary of State nominated MPs representing different parts of the GTR network, to work with GTR and develop a plan for how the fund is being allocated and consulted on. The MPs recommended that decisions on how the fund is spent should be made at as local a level as possible which is why an amount from the fund has been allocated to passengers at stations depending on how much the station was impacted by the May 2018 timetable introduction. GTR has based the amount allocated to passengers on the additional industry compensation scheme used to provide compensation to passengers affected by the May 2018 timetable introduction. Stations are divided into 3 tiers with a different amount allocated for stations in each tier. Littlehaven Station receives £80,000 (Tier 1).

Passenger groups and other stakeholders can submit ideas about how to spend their allocation at a local station level or at a wider passenger benefit scheme level. The Committee were made aware of a range of ideas and costs suggested by GTR, but other ideas would be considered.

The Committee RESOLVED to submit the following ideas to Govia Thameslink Railway:-

- **To provide an additional ticket vending machine on the London bound platform.**
- **To provide vending machines at Littlehaven Station.**
- **To provide better public transport connectivity to and from Littlehaven Station.**

PET/661/19 Installation of bicycle stands at Fitzalan Road

WSCC, supported by WSC Cllr A. Baldwin, has given permission for North Horsham Parish Council to install bicycle stands on a small piece of land at the junction of Fitzalan Road and Howard Road. Permission is dependent on North Horsham Parish Council paying for the supply and installation of the bicycle stands and ongoing maintenance (to be included in the Parish Council's Property budget from 2020/21). The Committee had previously considered bollards and a litter bin.

The Committee considered three quotations for a Sheffield bicycle stand, approximately 800mm in height, similar to those already installed on

Fitzalan Road.

The Committee AGREED in principle to purchase two bicycle stands at a cost of £35.99 each (including VAT plus delivery) subject to getting a quotation for installation.

PET/ 662/19 Request for a dog bin in Owlbeech Road

A resident has requested that a dog bin be provided on land at the end of Owlbeech Way that connects to Roebuck Close, as currently dog waste is being deposited in the litter bin next to the bus stop on Roebuck Close. The bin is constantly overflowing with dog waste, causing nuisance to those in the vicinity, including those waiting at the bus stop. A similar request was considered at the Planning Committee on 21st June 2018 when the Committee commended the provision of a dog bin on Falklands Drive to HDC.

The Committee RESOLVED not to provide a dog bin at the end of Owlbeech Way, but to refer the resident to HDC.

It was RECOMMENDED that a dog bin policy be brought to the next Planning, Environment and Transport Committee that indicates that North Horsham Parish Council will not provide dog bins on land that doesn't belong to them.

It was observed that HDC's system of reporting overflowing litter bins can be difficult for residents as some of the litter bins don't have numbers which is a requirement of the reporting process.

PET/663/19 Community Land Trust

The community were invited to indicate their interest in setting up a Community Land Trust (CLT) following an article in Horsham Pages, on the Parish Council notice boards, website and Facebook page. No interest has been received.

It was RESOLVED to hold another meeting of the CLT working party to discuss the feasibility of this initiative and to report back to the Committee. CLTs would be put as an agenda item for the next North of Horsham Parish Liaison Meeting on 4th October 2019.

PET/664/19 Planning Appeals

REASONS FOR APPEAL	Refused planning permission for the development
APPLICATION REFERENCE	DC/17/1704
WARD	Holbrook West
APPLICATION	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
SITE	41 Pondtail Road
PC COMMENTS	No objection to the change of use however, the Parish Council does not consider that WSCC has addressed the highway concerns raised by residents. Further significant highway safety measures need to be put in place to mitigate the impact from increased traffic and from traffic entering, exiting and using the site, especially when a high population of young children will be in the vicinity.
APPEAL DECISION	ALLOWED

REASONS FOR APPEAL	Refused permission to vary or remove a condition(s)
APPLICATION REFERENCE	DC/18/0055
WARD	Roffey North
APPLICATION	Variation of Conditions 4 and 7 to previously approved DC/11/1660
SITE	Enterprise House 80 Lambs Farm Road
PC COMMENTS	No objection. However, the Committee reiterated its view regarding concerns of the potential nuisance from cooking smells and would like reassurance that the ventilation system is adequate and working at maximum capacity to reduce unwanted odours.
APPEAL DECISION	ALLOWED

The Planning Appeals above were noted by the Committee.

PET/665/19 It was **RESOLVED** to exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 during the following item as it refers to the preparation of a case in legal proceedings.

PET/666/19 Incinerator Working Party

A working group comprising of North Horsham Parish Council, Colgate and Faygate Parish Council, Rusper Parish Council and Warnham Parish Council met on 18th June 2019 to explore engaging a junior barrister to give support at the Appeal hearing for the Recycling, Recovery and Renewable Energy Facility and Ancillary Infrastructure at the Former Wealden Brickworks, Langhurstwood Road, Horsham in October 2019. The working party recommended that the County Planning Team Manager from WSCC and No Incinerator 4 Horsham (NI4H) were invited to another working party meeting to ascertain the range of reports commissioned by both organisations and to learn more about how each party is moving forward its defence.

WSCC was unable to come and speak at the meeting as they needed to ensure that all proceedings were transparent and fair to all parties. The

Statement of Case for WSCC was forwarded.

NI4H agreed to meet with the working party to share information.

The Parish Council had obtained legal advice regarding working with NI4H from Surrey Hills Solicitor who indicated several considerations that should be made.

WSCC advised that if the Parish Council wished to register with Rule 6 status, they should do so as soon as possible. Rule 6 status gives those registered the opportunity to provide a 'Statement of Case' and be considered a main party. Those with Rule 6 entitlement can appear at the inquiry and cross examine other parties. At the Inquiry Rule 6 parties make their opening statements setting out what their case will be and giving evidence. There is an option to agree that other parties ask questions about evidence given. Those objecting to the proposal may be asked questions by the appellant's representative.

Following considerable discussion in confidential session it was RESOLVED not to commission a piece of work in partnership with neighbouring parishes (Rusper, Colgate and Warnham) to support the defence of WSCC's refusal of application WSCC/015/18/NH. It was AGREED that the Parish Council would speak at the Inquiry for its allotted three minutes and that North Horsham Parish Council would work with neighbouring parishes where possible to ensure that all concerns were covered without duplication that could potentially not be allowed by the Planning Inspector.

It was AGREED that North Horsham Parish Council would not apply for Rule 6 status.

The Committee resumed in open session for the remainder of the meeting.

The Clerk left the meeting.

PET/667/19 Planning Applications

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 20th June 2019 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/668/19 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/669/19 Date of next Meeting

The next meeting is scheduled for Thursday 22nd August 2019 at 7.30pm.

There being no other business, the Chairman closed the meeting at 9.00 p.m.

.....Chairman

.....Date

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
18TH JULY 2019

DC/19/0734 – amended plans	Holbrook West
Site Address: 1 Heath Way Proposal: Erection of a two storey detached dwelling	NHPC previous comment: Objection on the grounds it would be an overdevelopment of the site and the council hold concerns for the access point and if it can be utilised safely.
Parish Council Comment Objection on the grounds it would be an overdevelopment of the site and it's believed the access point is dangerous, mainly due to logistics of reversing into the road. North Horsham Parish Council want to keep the open plan nature of the estate, which will be lost with this development.	
HDC Decision	

DC/19/1239	Roffey North
Site Address: 52 Shepherds Way Proposal: Erection of 4.No dwellings consisting of two detached dwellings and a pair of semi-detached dwellings with associated landscaping, creation of a new vehicle access onto Shepherds Way and associated car parking	
Parish Council Comment Objection, this is an overdevelopment of the site. The access point in Crawley Road is dangerous as it will be difficult to see traffic from the obstructed view because of the layby and mature tree by the church. Concerns are raised as the mature tree that blocks the view of oncoming traffic is not depicted in any of the plans, which may hinder an accurate assessment of the application, especially since only a desktop survey has been conducted. There could be a wider impact of mature trees in the vicinity. The access point proposed in Crawley Road implies a negative impact on traffic movement safety and pedestrian safety particularly as it is adjacent to a pelican crossing. Sunday parking is accentuated due to the neighbouring church, blocking visible site lines of oncoming traffic. An entrance from Shepherds Way would be safer.	
HDC Decision	

DC/19/1242	Roffey North
Site Address: 118 Lambs Farm Road Proposal: Erection of a first floor side extension	
Parish Council Comment The quality of the plans provided were not considered adequate to be able to make an informed decision. Can updated plans be provided so the application can be reconsidered at a later date?	
HDC Decision	

DC/19/1248	Holbrook West
Site Address: 49 Primrose Copse Proposal: Demolition of existing conservatory and erection of a single storey rear extension and entrance canopy to front elevation (Certificate of Lawful Development - Proposed)	
Parish Council Comment No objection.	
HDC Decision	

DC/19/1299	Roffey North
Site Address: 18 Parsonage Road Proposal: Surgery to 3 x Oak Trees	
Parish Council Comment No objection, subject to the comments of HDC's Tree Officer.	
HDC Decision	

Cllr D. Searle left the meeting during the consideration of DC/19/1311

DC/19/1311	Holbrook East
Site Address: 18 Rook Way Proposal: Erection of a front porch and outbuilding in rear garden	
Parish Council Comment Objection, the outbuilding appears to be a dwelling but it is not indicated as such in the plans, which is misleading.	
HDC Decision	

Cllr R. Turner left the meeting during the consideration of DC/19/1316

DC/19/1316	Roffey North
Site Address: 12 Conifers Close Proposal: Erection of a single storey rear extension	
Parish Council Comment No objection	
HDC Decision	

DC/19/1336	Roffey South
Site Address: Garage Blocks Church Road Proposal: Surgery 1 x Oak	
Parish Council Comment No objection, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/19/1337	Roffey South
Site Address: Norfolk Court Birches Road	
Proposal: Surgery 1 x Oak	
Parish Council Comment No objection, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/19/1338	Roffey South
Site Address: Land North of 20 To 42 Roebuck Close	
Proposal: Surgery to 2 x Oak Trees	
Parish Council Comment No objection, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/19/1346	Roffey North
Site Address: 50 Rusper Road	
Proposal: Erection of a single storey side extension and conversion of loft into habitable living space with the installation of a rear dormer	
Parish Council Comment No objection provided the dormer falls below the existing properties roof line.	
HDC Decision	

DC/19/1354	Roffey North
Site Address: 60 Littlehaven Lane	
Proposal: Replacement of existing conservatory to the rear of the property.	
Parish Council Comment No objection.	
HDC Decision	

DC/19/1369	Roffey North
Site Address: 40 Rusper Road	
Proposal: Demolition of front of garage and erection of an extension to rear with the erection of rear conservatory	
Parish Council Comment No objection.	
HDC Decision	

DC/19/1371	Holbrook West
Site Address: Horsham Bowling Club Bowling Green Holbrook Recreation Centre Pondtail Road	
Proposal: Installation of x2 lights in car park	
Parish Council Comment In support of this application provided time limits are put in place to minimise light pollution to neighbouring properties.	
HDC Decision	

S106/19/0013	North Horsham Rural
Site Address: Land North of Horsham	
Proposal: Details submitted pursuant to Schedule 3, Part 2, para 1.2 (Reserved Matters Parcel Plan) of the legal agreement for the North Horsham development site (DC/16/1677)	
Parish Council Comment No objection.	
HDC Decision	