

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 28<sup>TH</sup> NOVEMBER 2019 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, Prejudicial or a Disclosable Pecuniary 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 included in the Minutes.

Where a Member has a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

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.

**5. Chairman's Announcements**

1. A local resident has reported vehicles parked on the pavement behind the recently installed bike racks. The resident has been referred to report the issue to Horsham District Council – Parking Enforcement, and West Sussex County Council (WSCC).

2. WSCC/015/18/NH: Recycling, Recovery and Renewable Energy Facility and Ancillary Infrastructure at the former Wealdon Brickworks, Langhurstwood Road Appeal hearing ended at 4:00pm on 13th November 2019. It was reported by members of the Planning Committee attending the appeal that HDC nor Legal & General had representatives or made representations on the final closing date. The result of the appeal will be known in approximately 5 months' time.

Appreciation and thanks are given to Cllr R. Turner, Cllr D. Searle and Cllr T. Rickett for attending the 2 weeklong appeal, making sure North Horsham Parish Council (NHPC)

was represented on each day. Appreciation is also extended to No Incinerator 4 Horsham group for the work they have undertaken.

**6. Tree Warden Report**

See report attached (Annex 1).

**8. Planning Advisory Service (PAS) – Horsham District Council Planning Compliance Function**

Horsham District Council have appointed the Planning Advisory Service (PAS) to carry out an independent review of their planning compliance function at Horsham District Council. As part of that review HDC want PAS to speak to all Parish and Neighbourhood Councils to find out their views on the effectiveness of Horsham District Council's Enforcement Plan (Annex 2), the way cases are prioritised and satisfaction in respect of communication and outcomes.

One representative has been invited to attend a meeting on Monday 2nd December 2019 between 3.30pm and 5.00pm at The Barn, Causeway, Horsham. If more than one representative would like to attend HDC can add additional people to a reserve list if extra spaces are available closer to the time.

**9. Roffey Corner – Parking on grass verges letter**

Previously raised at NHPC's Planning meeting held on 20<sup>th</sup> September 2019, Cllr R. Turner and Cllr D. Searle have raised ongoing concern regarding parking on grass verges at Roffey Corner. The land is owned by WSCC however, NHPC have a licence for the bollards currently installed and the planting.

A template letter, regarding parking on grass verges, was provided by WSCC in April 2019 for NHPC's use. See attached (Annex 3) WSCC template letter drafted for Roffey Corner.

**11. Green Spaces across North Horsham Parish Council**

Concern was raised regarding the loss of green space across Horsham at a meeting regarding Land at 73 Primrose Copse and the Scout Hut on 23rd September 2019 with Cllr R Millington, Cllr S Wilton, Cabinet Member for Horsham Town, Cllr Peter Burgess and HDC Estate Manager Mr Elliott and his assistant Ms Grundy, whereby HDC stated they were investing in providing sporting facilities and green spaces in the best way that they could. For example 'The Bridge' at Broadbridge Heath. It was suggested that a follow on project from this meeting could be for the Parish Council to look at its green spaces and how they are being utilised.

At the Planning Committee meeting held on 31<sup>st</sup> October 2019 it was Resolved to 'compile a list of green spaces in North Horsham, investigate how they are being utilised and who owns them for it to be tabled at a future Planning Meeting'.

Attached (Annex 4) is a map and a list of green spaces originally compiled for NHPC's Full Council meeting on 16<sup>th</sup> March 2017 regarding the consideration of a

Neighbourhood Plan. The map consists of 43 green spaces, the numbers on the map refer to Horsham Society's – A Survey of Horsham's Green Spaces 2013 (Annex 5). Appendices from HDC's Green Spaces Strategy 2013-2023 can be found attached (Annex 6). This lists the typologies of green space owned by HDC and the distribution of green spaces across the District.

HDC's Green Spaces Strategy 2013-2023 can be found by following this link:

[https://beta.horsham.gov.uk/\\_data/assets/pdf\\_file/0009/9396/Green-Space-Strategy.pdf](https://beta.horsham.gov.uk/_data/assets/pdf_file/0009/9396/Green-Space-Strategy.pdf)

## **12. Planning Appeals**

There are no Planning Appeals to date.

## NORTH HORSHAM PARISH COUNCIL – TREE WARDEN REPORT OCTOBER 2019

### 1. INTRODUCTION

This report is an update on Tree Warden activities in the last year. A more comprehensive initial report was issued to the North Horsham Parish Council (NHPC) in July 2017.

### 2. TREE REGISTER DEVELOPMENT

Minor updates have been made to the Warden's Tree Register which remains quite high level and does not include any historical context or detailed listing of individual trees.

### 3. TREES ON NHPC PARISH LAND

Some work has been done to further develop a log of all trees on NHPC land to supplement the high-level Tree Register. Notes from visits to NHPC areas have been made for:

- Earles Meadow
- Birches Road Play Area
- Amberley Close Play Area and Allotments
- North Heath Hall and surrounds
- Tythe Barn Play Area.
- Roffey Corner

More information has been obtained from the Tree Officer for Horsham District Council (HDC) on Tree Preservation Order 1989 affecting trees at the Earles Meadow Open Space, which are specified individually, by reference to Groups or by reference to an Area. The Tree Officer has made some amendments where certain trees no longer exist or are believed to have been wrongly identified.

The NHPC commissioned and has received a Survey and Report by Connick Tree Consultant to identify all trees within its ownership, of a qualified size, which should receive attention and future management. This has added to information on record.

It is noted that the Report does not include any ongoing involvement for the Tree Wardens and no further discussions have taken place following a meeting with the Parish Clerk in April 2019.

### 4. THREATS TO TREES

#### 4.1 PLANNING APPLICATIONS FOR TREES PROTECTED BY TREE PRESERVATION ORDERS

The Tree Wardens activity of being requested by NHPC to comment on Planning Applications relating to trees subject to Tree Preservation Orders within the Parish to assist NHPC in formulating a response to HDC, was curtailed in February. This followed advice given to NHPC by West Sussex County Council (WSCC) relating to the limitations on insurance cover it provides for Tree Warden.

## 4.2 HOUSING DEVELOPMENT

**Holbrook club** (Planning application DC/14/1091) – There are no further comments to those in previous Reports as this area has been inaccessible during the build phase.

**'North of Horsham' development** (Planning application DC/16/1677)

Liberty Property Trust has transferred ownership of the site to Legal and General Capital (LGC)

The Tree Wardens have been invited and attended the North of Horsham Development Parish Liaison Parish Liaison Meetings of 28<sup>th</sup> September 2018, 14<sup>th</sup> February & 30<sup>th</sup> May and 4<sup>th</sup> October 2019. At the last meeting LGC advised that it will be inviting comments on details of the development proposals, which will include landscaping and the treatment of hedgerow, trees and ancient woodland within the site, in October.

Liberty made a statement during its ownership:

*North of Horsham contains a number of wildlife habitats and protected species such as ancient woodland, wood-pasture, trees, hedgerows, watercourses, ponds, bats, great crested newts, birds, reptiles and beetles, which we will aim to retain and manage. We will maintain the ancient woodland, keeping an appropriate buffer between this and new buildings. By building homes and amenities around the woodland, we aim to protect it while managing it for more people to enjoy.*

*We will also be creating new wildlife habitats, such as ponds, meadows, grasslands and areas of tree, shrub and hedgerow planting. This will enhance the landscape that is already there, as well as enhancing biodiversity and providing links to the ecology of the wider area.*

## 4.3 ASH DIEBACK (*hymenoscyphus fraxineus*)

In its June Newsletter WSCC encouraged Town and Parish councils to check the trees they are responsible for and prepare plans to manage the impact of ADB.

The Tree Wardens have reported to NHPC instances of possible cases of Ash dieback on its land.

## 5. TREE COUNCIL AND CHARTER

The Woodland Trust has launched a Charter for Trees, Woods and People in 2017. This includes 10 Principles which underpin the Charter. The NHPC is a local Council Charter Branch <https://treecharter.uk/>

Two young trees an Elm and a Field Maple have been planted, by the Wardens, to replace the Wild Cherry provided by the Tree Council near North Heath Hall, but none have survived. The last destroyed due to over zealous groundsmen strimming, as have other trees/shrubs.

## 6. TRAINING

The Tree Wardens were invited by the NHPC to attend a Lantra one day Technical Award Course in Basic Tree Survey and Inspection at Sir Harold Hillier Gardens Ampfield Hampshire in January 2019. Three Wardens attended and received certificates of completion.

The Environment & Heritage Team at WSCC provide the Tree Wardens with information, by email, from time to time including alerts on certain tree pests e.g. Oak processionary moth

## 7. CONCLUSION

The Tree Wardens have found the year frustrating and lacking direction of the expectations of NHPC.

Progress has made on updating and improving records, regular inspections of sites have been undertaken and reports back to NHPC have been made. The Earles Meadow Conservation Group, because of its regular work on NHPC's largest open space, has been proactive on dealing with and promptly advising on tree problems on that site.

It has been accepted that because of the insurance issue, limitations have been imposed on the activities of the Wardens but it is felt this is something that could be reconsidered and ways found to allow the Wardens to be of greater practical use to NHPC.

It is also felt that the Wardens could be included, consulted and informed more readily by NHPC on tree matters related to its owned sites.

It is disappointing that there has been a net loss in trees over the year on NHPC sites because of a lack of opportunities for re-planting and that is likely to increase over the next 12 months unless some action is taken.

The Wardens are reduced to three, having lost [REDACTED] who was a great asset particularly in building up data. The remaining three whilst having limitations on their time remain willing to contribute and assist productively the Parish Council but believe a clear brief of what is required is now essential.

It is hoped in respect of the North of Horsham Development and any other large scale developments that regard will be had to the Forestry Commission and Plant Health Agency warnings and guidance on the sourcing and planting of trees and to the views of the Woodland Trust

<https://www.gov.uk/guidance/prevent-the-introduction-and-spread-of-tree-pests-and-diseases>

NHPC Tree Wardens –Lin Whiting, Robert Brown, Hilary Hinks

05/10/2019



Horsham  
District  
Council

# Local Enforcement Plan

March 2016



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# 1.0 Introduction

This document sets out Horsham District Council's policy for the enforcement of planning control within the district. Its purpose is to identify local priorities for enforcement action, so the council's enforcement resources are put to the best use in dealing with breaches of planning control that threaten the quality of the local environment or the amenities of the residents of the district.

The document has been devised in accordance with the advice contained within the National Planning Policy Framework (NPPF)(March 2012) issued by the Department for Communities and Local Government which states:

**“Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate to do so.”**

## **What is development?**

Development is defined in Section 55 of the Town and Country Planning Act 1990 (as amended) as the 'carrying out of building, engineering, mining or other operations in, on, over or under land or the making of any material change in the use of any buildings or other land.'

## **What is development control?**

It is a process which regulates the development and use of land to ensure that changes to our physical surroundings (buildings and land) are appropriate for their purpose and location.

## **What is planning compliance?**

The Planning Compliance team investigates possible breaches of planning control and aims to resolve these using the most appropriate means of action. The integrity of the planning service depends on the council taking enforcement action when appropriate. The council is committed to providing an effective planning enforcement service and it is understood that public perception of the planning system can be undermined when unacceptable development is allowed to proceed, or to remain, without any apparent attempt by the council to intervene. Even when development is considered to be acceptable the council has a role to explain to the public why the development is considered to be suitable and to encourage a planning application to be submitted so it can be fully assessed, public comments considered, and appropriate conditions attached, if necessary.

# 1.0 Introduction continued

## What is a breach of planning control?

A breach of planning control is defined in the Town and Country Planning Act 1990 as “the carrying out of a development without the required planning permission, or failing to comply with any condition or limitation subject to which planning permission has been granted”.

Whether something requires planning permission is not straightforward and while there are some fairly obvious breaches, such as building a new house without planning permission, many others are more difficult to define or less well known.

For example:

- Building work, engineering operations and material changes of use that are carried out without first obtaining planning permission;
- Development that has planning permission but is not carried out in accordance with the approved plans;
- Failure to comply with conditions or the terms of a legal agreement attached to a permission or consent;
- The unauthorised demolition of a building within a conservation area without planning permission;
- Works carried out to a listed building (both internal as well as external), which affect its historic character or setting, without listed building consent being granted;



- The unauthorised felling or carrying out of works to a tree which is protected by a Tree Preservation Order or which is within a Conservation Area;
- The display of a sign or advertisement without first obtaining advertisement consent;
- Fly posting;
- Failure to properly maintain land so that it affects the amenity of the area;
- Failure to comply with the requirements of enforcement notices, breach of conditions notices and stop notices.

It should be noted that a breach of planning control becomes immune from enforcement action if no formal action has been taken within the time limits set out in the Town and Country Planning Act 1990 (as amended).

Essentially these are:

- Four years from the substantial completion of a building or other operational development and for the change of use of any building to a dwelling house;
- Ten years for all other breaches (ie changes of use of land or buildings and breaches of conditions).

# 1.0 Introduction continued



## What is not a breach of planning control?

Many issues can require consent to be given by a landowner or a third party but do not require planning permission. In such cases, the council cannot get involved in issues that are between two private parties, as those are considered to be civil matters. Other matters may be of genuine concerns and may be covered by other legislation but are not issues that the council as Local Planning Authority can get involved with. Some of these are:

- Internal works to a non-listed building;
- Matters controlled by other legislation such as Building Regulations/ public nuisance/ Highways/ or the Environment Agency;
- Competition from another business;
- On street parking of commercial vehicles in residential areas;
- Obstruction of a highway or public right of way (the Police or Highways Authority may be able to get involved);
- Parking a caravan within the residential boundary of a property provided that its use is ancillary to the dwelling;
- Clearing land of overgrowth, bushes and trees (provided they are not subject to a Tree Preservation Order, within a Conservation Area or owned by the council);
- Operating a business from home where the residential use remains the primary use;

- Boundary disputes – disputes about ownership are a private matter and cannot be controlled under planning legislation;
- Deeds and covenants are a private matter between the signatories to the documents;
- Loss of value to a neighbouring property;
- Insertion of windows in houses or bungalows – once a building has been occupied windows can normally be inserted into existing walls provided that there is not a planning condition to prevent the insertion of additional windows;
- Where development is 'permitted development' under the Town and Country Planning (General Permitted Development) Order 2015.

Similarly, planning enforcement action can only be pursued where works have taken place without the benefit of, or are inconsistent with, planning permission. Thus, domestic extensions, regardless of their impact on neighbours, are immune from planning enforcement action if they fall within permitted development rights; and those commenced during the standard life of a permission and built as approved also are beyond further control, even though a neighbour, perhaps new to the area, was not consulted.

It follows that no action is possible in respect of anticipated breaches, regardless of how reliable the rumour – action can only be taken once unauthorised development has commenced.

## 2.0 How the planning compliance team will deliver the service

If you are concerned that a development or activity is taking place without planning permission or does not comply with a planning permission already granted, you can report this to the Compliance Team by using our on-line complaint form.

When reporting an alleged breach of planning control, it would be helpful if you could provide:

- The exact address of the site complained about as well as the location of the activity/building works within the site (a sketch plan is often useful);
- Precise details of the nature of the activity including the number of vehicular movements/vehicle registration numbers, opening hours, number and times of deliveries, or what time work commenced (as appropriate);
- Details of the alleged contravener (if known);
- Details of the effect that the alleged breach is having upon you in terms of noise, traffic, smells, overshadowing etc.

In many instances the assistance of the general public can be crucial to the success of enforcement action. For instance, council officers cannot continually monitor sites. Accordingly, the council relies upon the general public, residents associations and amenity societies to both report and monitor alleged breaches of planning control.

Complainants' details are treated confidentially and the council will always seek to protect the identity of those making complaints, however in rare circumstances the council may be required to divulge details (usually through legal action). We will advise anyone of this before it happens and it is

extremely rare. If you are concerned about your details being used then try contacting a local residents group, your parish council or your district councillor, as they may be prepared to make the complaint on your behalf.

Please note: Whilst we appreciate that for many reasons you may prefer not to give us your details and remain anonymous, clearly we will be unable to contact you to inform you of the progress of the investigation or to seek additional information from you, unless you give us your full details.

The council reserves the right not to investigate anonymous complaints, especially if they are considered to be vexatious or when workloads are high.

When a complaint is received:

- We will promptly register every case and acknowledge receipt either by letter or by email within three working days. You will be given the name of the Enforcement Officer dealing with your complaint so you know who to contact, together with a reference number.
- We will then carry out some initial checks (usually including a site visit) in accordance with the priority given to the case, but in any event within fifteen working days.
- Complainants will be updated by telephone, email, visit, or formally in correspondence within a further fifteen working days of our initial site visit and given the opportunity to comment on our initial findings.
- When cases take a long time ie on-going monitoring is required, we will ensure complainants are updated at each significant stage

of the process. Thus, for instance, complainants will be consulted if a retrospective planning application is submitted and will be notified if an enforcement notice is issued and the relevant dates, for compliance.

- Complainants will be advised when cases are closed, and the reason. We will endeavour to resolve enquiries within three months of their receipt, however should further action be required, such as the issue of Enforcement Notices, clearly this timescale will not be possible.

It is important to remember that often the success of a case relies on the complainant working with the council to provide details of the breach, to give evidence where possible, and potentially to act as a witness. The council will discuss this with you if it is required and any refusal to be more involved than you are comfortable with will not stop the investigation of a case (unless evidence cannot be gathered as a result).

Sometimes enquiries arise that appear to be motivated by neighbour or business disputes. Whilst we will always act on enquiries, whatever the background, we will not register or pursue issues that have nothing to do with planning. The pursuit of such enquiries not only diverts resources away from serious breaches of planning control but can also give rise to serious harm and may even infringe human rights.

In addition to the above, we undertake pro-active work (see section 7 of this Policy).

# 3.0 Principles of good enforcement

## Standards

The team must perform to the agreed standards as set out in this Policy.

## Openness

We will provide clear advice in plain language, which will include what action needs to be taken, why and by what date.

## Helpfulness

We will provide a courteous and efficient service and our staff will identify themselves by name.

We will provide a contact point and telephone number for further dealings with us and we will encourage members of the public to seek advice/information from us.

## Complaints about service

Complaints about the service will be considered in line with the council's corporate complaint procedures.

## Proportionality

Any action taken should be proportionate to the level of harm involved and should take into

account relevant circumstances where it is expedient and necessary to do so.

## Consistency

We will carry out our duties in a fair, equitable and consistent manner.

# 4.0 Priorities and timescales

Investigating alleged breaches of planning control is often complex and time consuming. In order to make the most effective use of staff resources, it is usually necessary to give priority to those cases where the greatest harm is being caused, as it would be inappropriate to investigate and pursue all allegations with equal priority and intensity. Therefore each case is prioritised according to the seriousness of the alleged breach. This priority is decided by officers, and subsequently reviewed after an initial site visit. The scale of priorities with a list of examples, is shown below:

## Priority 1 – Immediate investigation

- Unauthorised works (demolition) with respect to listed buildings;
- Unauthorised works to protected trees (TPO's) or trees in conservation areas;
- Removal of landscape features protected by condition;
- Certain types of demolition in a Conservation Area;
- Unauthorised tipping operations;
- Gypsies or travellers on council-owned land.

## Priority 2 – investigation within two working days

- Certain breaches of conditions attached to a planning permission eg wheel washing and materials (where a building is under construction);
- Accesses onto classified roads.

## Priority 3 – investigation within seven working days

- Buildings not constructed in accordance with approved plans;
- Certain breaches of conditions of a planning permission eg hours of work, parking provision and access requirements;
- Unauthorised erection of buildings or works to land;
- Unauthorised changes of use which are considered to be materially harmful to local residents;
- Unauthorised residential use of mobile homes/caravans.

## Priority 4 – investigation within 15 working days

All others including:

- Other changes of use including businesses being operated from residential properties;
- Advertisements;
- New fences;
- Floodlighting and the erection of satellite dishes;
- Any other breaches of conditions of a planning permission.

# 5.0 General approach to planning compliance



**The integrity of the development control process depends on the council's readiness to take enforcement action when it is required to do so.**

Parliament has given local planning authorities the primary responsibility for taking whatever enforcement action is necessary within their area and the council will always exercise its planning enforcement powers rigorously when it is considered expedient to do so.

In considering enforcement action, the council will have regard to:

- Whether the breach of planning control unacceptably harms public amenity, or the existing use of the land and buildings merits protection in the public interest.
- Ensuring any enforcement action is commensurate with the breach of planning control to which it relates. Enforcement action will not normally be taken to remedy trivial or technical breaches of planning control which are considered to cause no harm to amenity.

- Ensuring that, if initial attempts to persuade an owner or occupier of a site to voluntarily remedy the harmful effects of unauthorised development or an unauthorised use fail, enforcement action may be required to make the development acceptable on planning grounds, or to require it to cease.
- Statutory time limits for taking enforcement action.
- Relevant planning policies and other material considerations, including where appropriate, the individual circumstances of the person, business, or other organisation in breach of planning control.

Where significant harm to amenity can clearly be demonstrated, then the council will usually contact the person causing the breach to talk about the problem they have created. This will often result in a planning application being submitted or where something is considered to be unacceptable, there will be a discussion about removing it. Only if the person causing the breach is refusing to talk to the council or to resolve in an acceptable manner, will the council take enforcement action.

Enforcement action is discretionary. The council has discretion as to whether to take enforcement action and it is not a mandatory duty to do so- just because something constitutes a breach of planning control this is not, in itself, a reason to take enforcement action. Even when it is technically possible to take action the council is required to decide if such formal action would be "expedient" in the public

interest. There needs to be harm actually being caused that is of sufficient detriment to warrant action being taken. In other words, it must consider whether the breach of planning control unacceptably affects public amenity or safety, or whether the existing use of land or buildings merit protection in the public interest. As such a judgement has to be made in each case on its own planning merits, as to the seriousness of the breach and the level of any harm that it causes.

Apart from some listed building and advertisement cases, it is not a criminal offence to undertake works without the relevant consents. Whilst the council will not condone wilful breaches of planning control, even if it is aware that someone is going to carry out works that require planning permission, it does not automatically follow that the unauthorised works will be stopped. There would have to be considerable harm for the council to seek to stop an unauthorised development taking place. It is recognised that this can be very frustrating for complainants but the council must operate within the legislative framework. The council reserves the right to take into account what benefits someone has made by carrying out unauthorised development. Any breach of the requirements of a formal Notice (see list of formal Notices below) issued by the council will constitute a criminal offence. Should this happen, the council has the ability to seek to recover profits made either under the Town & Country Planning Act 1990 and/ or under the Proceeds of Crime Act 2002 and will consider such an application to the courts for deliberate breaches.

# 5.0 General approach to planning compliance continued

Where informal resolution cannot be achieved, there are a variety of formal tools available to the council. The council has given delegated authority to its officers to exercise the legislative powers available to it for breaches of planning control. These tools are as follows:

- **Planning Contravention Notice**

— this requires persons to provide information in respect of the development and/or activities taking place on the land. These notices are often served as a first step to gain information from the person carrying out the development and/or activity before determining whether it is expedient to serve other formal enforcement notices

- **Enforcement Notice** — this is the principal tool to remedy a breach of planning control. It will specify what the alleged breach is, the steps that must be taken to remedy it, and a time period in which to carry out those steps.

It cannot come into effect until at least 28 days after it is served. Within that period, the recipient of the Notice has a right of appeal to the Planning Inspectorate, which suspends the requirements of the Notice until the appeal is determined (or withdrawn). If any person is later found to be in breach of an enforcement notice that has come into effect, the council will consider whether to prosecute (see below), since failure to comply with such a Notice is an offence. In addition, the Notice will appear on the Land Charges Register (LCR) as it runs with the land, and remains effective even once complied with.

- **Listed Building Enforcement Notice** — this is the equivalent

Notice available under the listed building legislation, with the advantage that action is not subject to the four-year rule. As such, there is no time scale under which action may be taken against such breaches. As with a normal enforcement notice, recipients do have the right of appeal.

- **Breach of Condition Notice**

— available in the event of non-compliance with a condition attached to a planning permission, and can require full or part compliance with the relevant conditions. Such a Notice would state the steps required to remedy the breach, and must allow a minimum of 28 days in which to comply with the requirements. There is no right of appeal, and any person found to be in breach of such a Notice will be guilty of an offence with a maximum fine currently not exceeding £1,000 on conviction.

- **Stop Notice** — when considered

expedient to do so, the council can serve a Stop Notice requiring activities to cease immediately. Such a Notice is generally served at the same time as, or after the service of an Enforcement Notice, and is most commonly used to deal with breaches of planning control that are seriously affecting the amenity of nearby residents or to prevent serious or irreversible harm to the environment. There are limitations to this Notice and additionally compensation for losses directly attributable to the prohibition may be payable by the council in some circumstances if the recipient of the Notice makes a successful appeal. It is used very selectively and is not necessarily an instant solution.

- **Temporary Stop Notice** — this

fairly recently-introduced measure has a number of advantages; it is effective immediately and does not require the prior service of an enforcement notice. Moreover, the risks of liability for compensation are negligible. However, it can subsist only for a maximum of 28 days (and cannot be renewed).

- **Untidy Land (s.215) Notice** —

where the condition of buildings or land causes serious harm to the visual amenity of an area, the council can, where considered expedient to do so, serve a Notice on the owner and occupier, under Section 215 of the Town and Country Planning Act 1990. Such a Notice would require steps for remedying the condition of the land or buildings and specify a period of time for doing so. This period cannot be less than 28 days. Appeals are to the Magistrates' Court and, if found guilty, constitutes a criminal offence for which recipients may be prosecuted with a maximum fine of £1,000 upon conviction.

- **Court Injunction** — Although they

are rarely used, legal powers are available for the council to apply to the High Court or the County Court for an injunction to stop an actual or alleged breach of planning control. Injunctions are a discretionary power and the legislation requires an assessment of the likely outcome prior to the commencement of proceedings. Injunctions can be used to require someone to stop doing something or to require them to carry out something, however there would have to be serious harm arising before the council decides on this course of action. Failure to comply with an Injunction can lead to an unlimited fine and/or imprisonment.

# 5.0 General approach to planning compliance continued



- **Prosecution** – the council can pursue prosecution proceedings against any person who carries out unauthorised works to trees that are protected by a Tree Preservation Order or are within a Conservation Area, unauthorised works to Listed Buildings, and certain unauthorised works of demolition works within Conservation Areas. Additionally, offenders may be prosecuted for non-compliance with a temporary stop notice, stop notice, enforcement notice and breach of condition notice. If found guilty, that person will be liable on conviction in the Magistrates Court to a maximum fine of £20,000. More serious cases may be heard in the Crown Court, where the level of fine is unlimited.
- **Direct Action (with costs recovery)** – failure to comply with the requirements of a Notice may result in the council using powers available to it to enter land and carry out such works that are required by an Enforcement Notice. All costs incurred in carrying out such works can be recovered from the landowner. Where costs are not recovered, they can be registered as a charge on the land.
- **Advertisements** – the legislation (Town and Country Planning (Control of Advertisements) Regulations 2007) which deals with advertisements is separate from that dealing with general planning matters. The display of an advertisement without formal consent is an offence, and the council does have the power to prosecute the person displaying it, if it considered that it harms the amenity of the area or public safety. There is no need for an enforcement notice, or similar, to be served. If a person is found guilty of an offence, he or she could be liable to a fine up to a maximum of £1,000.
- **Article 4 Direction** – The General Permitted Development Order 2015 permits the temporary use of land and buildings for specified purposes of limited duration. If the use causes harm to the local environment and continues beyond the time limit set out in the General Permitted Development Order, then an Article 4 Direction may be issued to restrict such uses.

# 6.0 What happens if someone complains about you?

If you are contacted about an alleged breach of planning control, you are entitled to know what the allegation is (but not who made it) and to have the opportunity to explain your side of the case. We are aware that sometimes people make complaints due to neighbour disputes, as such we will always seek to work with you to understand the true facts of the case.

Initially a member within the Planning Compliance Team will visit the site. Due to time constraints, this is usually without any prior warning to the owner or any tenants / employees at the site. Officers are authorised to visit

a site to investigate and will show identification when they arrive. Planning Compliance officers also have powers to obtain a warrant of entry where access is refused or refusal is anticipated. Wilful obstruction of a person exercising a right of entry is an offence so you should always seek to work with the Planning Compliance Officer. However, we are required to give 24 hours notice to insist on entry to a residential property but if you are happy to allow us access then we will usually take up that offer.

In the event of a breach being established, your co-operation will be sought to correct the breach either by removing or modifying the unauthorised development

or by ceasing the unauthorised use or activity prohibited by a planning condition. A reasonable period of time, which will depend on the nature of the breach, will be allowed for you to do this.

In some circumstances you may be invited to submit a retrospective planning application or, other appropriate application if it is considered that consent may be granted or, an application for a Certificate of Lawfulness of Use or Development may be invited in the event that you can show that the breach is immune from enforcement action and therefore lawful.

# 7.0 What other services does planning compliance provide?

As well as investigating enquiries into possible breaches of planning control, the planning compliance service is pro-active in:

- Ensuring compliance when formal action has been taken;
- Monitoring planning conditions to ensure that they are being carried out as required;
- Monitoring compliance to ensure that the development accords with the planning approval;
- Monitoring Legal Agreements attached to planning permissions to ensure that they are being carried out as required;
- Ensuring that works subject to Building Regulation that require planning permission have made the necessary application.

## 8.0 What happens if you are not happy with our service?



The council aims to provide an efficient and effective service for everyone it deals with and to maintain good relations with those who use our services. Planning enforcement is a complicated area of law and care must be taken to arrive at a correct and appropriate course of action related to alleged breaches of planning control.

If you are aggrieved with the service offered to you, there is a complaints procedure, where complaints can be investigated. Details of this procedure are available on the council's website. If you remain dissatisfied, the matter can be investigated by the Local Government Ombudsman. They will make an independent investigation of whether maladministration has occurred by the district council and if it has, recommend what remedy ought to take place.



**Horsham  
District  
Council**

L45\_PL01



# North Horsham Parish Council

Roffey Millennium Hall,  
Crawley Road, Horsham,  
West Sussex, RH12 4DT

Email: [parish.clerk@northhorsham-pc.gov.uk](mailto:parish.clerk@northhorsham-pc.gov.uk) Website: [www.northhorsham-pc.gov.uk](http://www.northhorsham-pc.gov.uk)

Tel: 01403 750786 (Office & Hall Bookings)  
Roffey Millennium Hall, North Heath Hall  
Holbrook Tythe Barn



Dear Sir/Madam,

## RE: Parking on the grass verge.

Following inspection of Roffey Corner, it is apparent that the grass verges are being damaged by vehicles. We are well aware of the parking difficulties in this area, but we are facing increasing problems from cars being driven and parked off the road. The damage caused to pavements and grass verges has to be repaired for safety reasons, and we have a limited budget for these repairs. Parking on the verges can also cause damage to the public utilities' valuable pipes and cables situated underneath.

If you or your visitors are responsible for this practice, I must ask that you cease this immediately. Should this not be the case, then I apologise for contacting you. For your information a similar letter has been sent to the other households in this area.

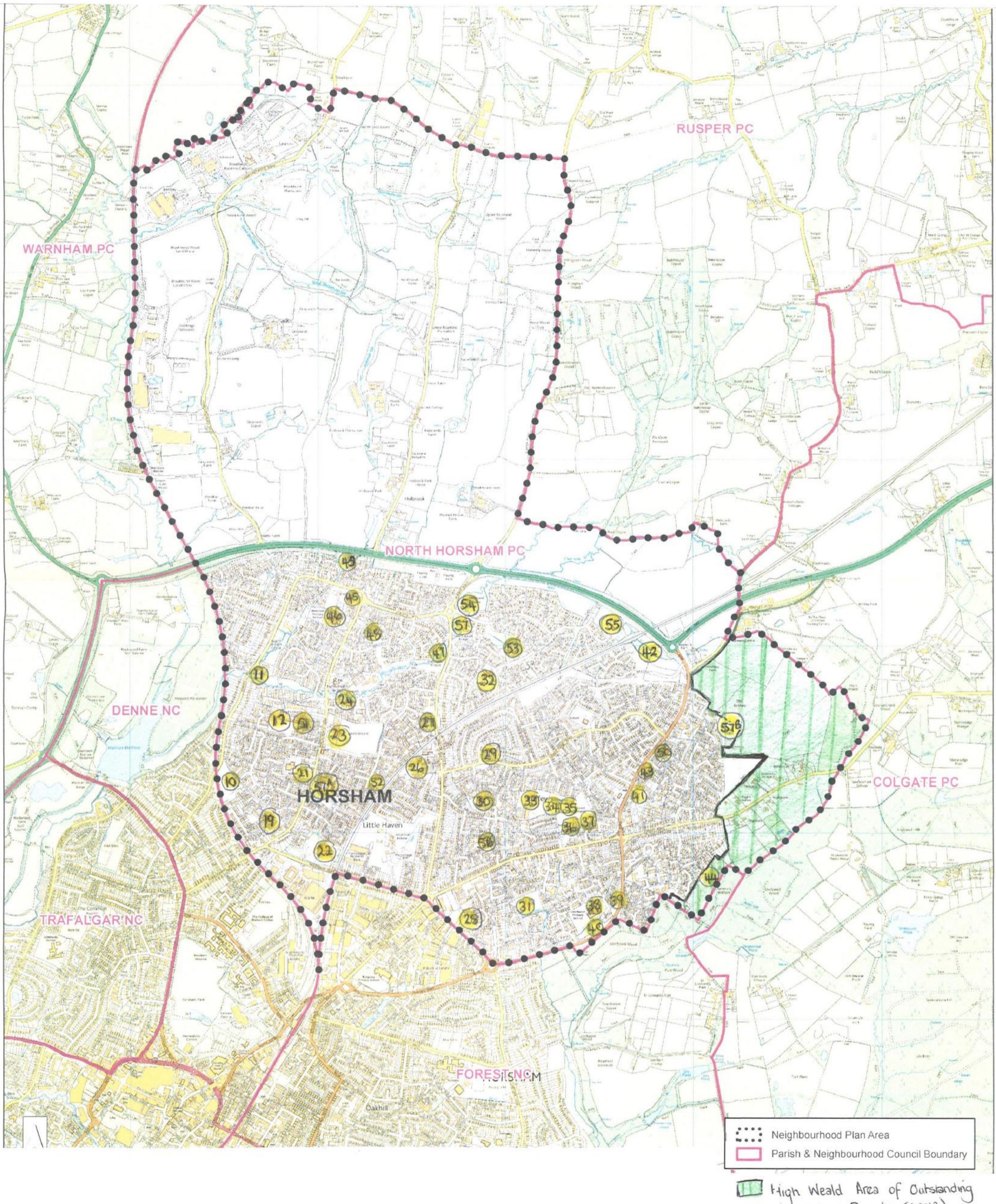
Yours sincerely,

North Horsham Parish Council's Planning, Environment and Transport Committee

## North Horsham Parish

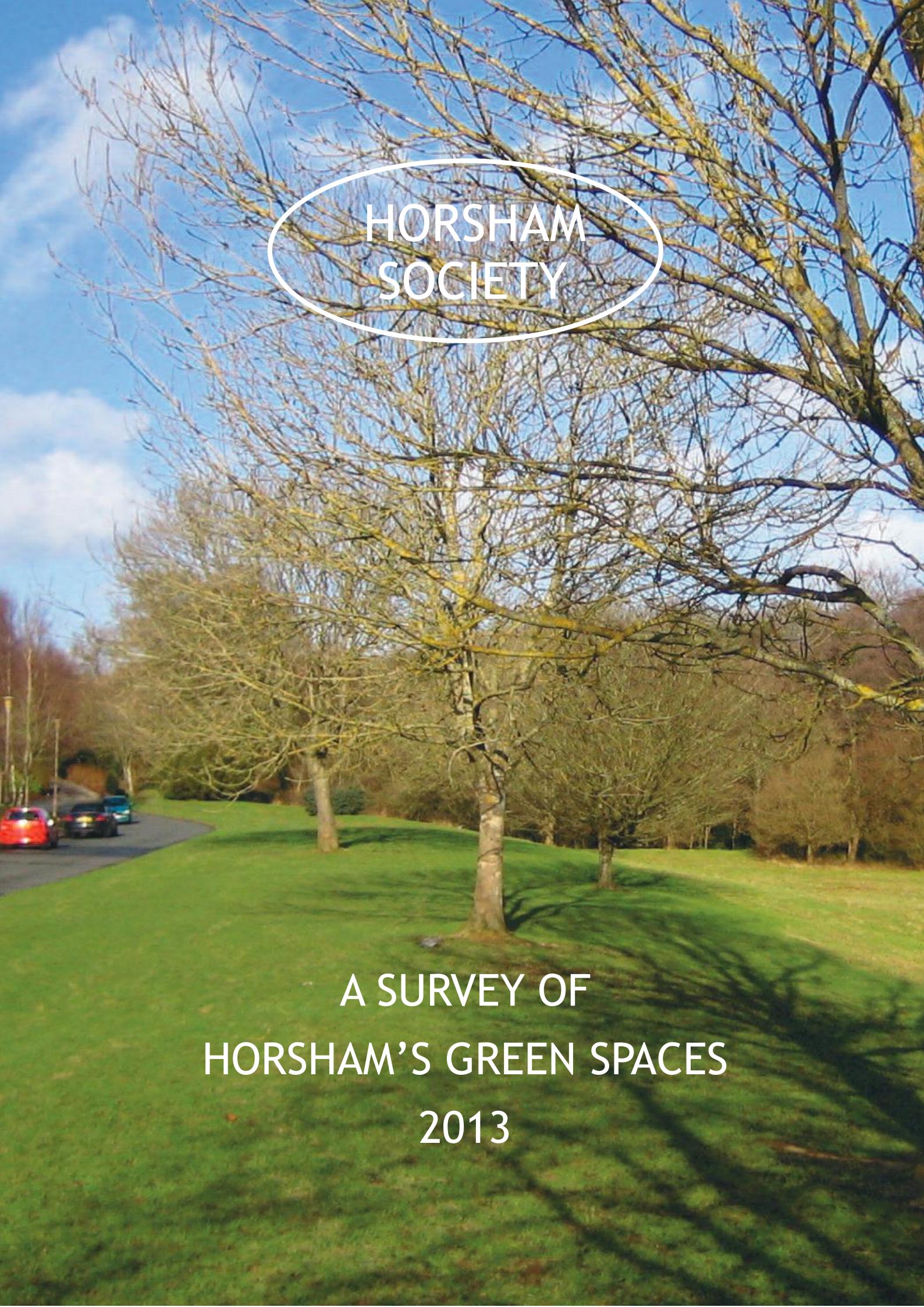
Map to show Green spaces in North Horsham Parish identified by the Horsham Society in their survey 2013.

The numbers relate to the numbering system in the attached survey of Green spaces.



Scale 1: 20,000 (A3)

Source Horsham D.C.



HORSHAM  
SOCIETY

A SURVEY OF  
HORSHAM'S GREEN SPACES  
2013



# HORSHAM SOCIETY

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Published by The Horsham Society

Maps courtesy G I Barnett

[www.horshamsociety.org](http://www.horshamsociety.org)

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# A SURVEY OF HORSHAM'S GREEN SPACES

Among the essential characteristics of Horsham are its proximity and easy access to the surrounding countryside and its many urban green spaces.

These range in size from the sweeping vistas of Horsham Park to small oases of green space tucked among the dense town centre streets. Some, like recreation grounds and allotments were provided for public use as the town expanded, others were small amenity areas created to serve and enhance new estates. Many are simply pieces of land left over after new roads and housing had been laid out.

In 1994 the Horsham Society, worried that some open spaces such as school playing fields and sites on the urban fringe were under threat from developers, compiled, mapped and published an inventory of over 80 green spaces.

Now almost 20 years later the Society has updated this to provide a contemporary record and act as a spur to our communities and Horsham District Council to protect and enhance this important aspect of our town's heritage.

## Why are our green spaces important?

Together our green spaces provide residents and visitors with opportunities for formal and informal recreation, sometimes just a pleasant space to sit and rest. They play an important role in creating our street scenes and our sense of place.

Frequently a haven for wildlife, they often host our remaining large forest trees which create a sense of scale and continuity, and frame what would otherwise be relentlessly urban street scenes.

They are an essential part of what makes Horsham such an attractive place to live, work or visit.

## Are our green spaces under threat?

Although few of the green spaces identified in 1994 have been lost there have been a number of threats of development ranging from very small greens to large areas on the urban fringe.

Not all by any means were from speculative developers: in recent years Horsham Council itself attempted, unsuccessfully, to develop a small open space for housing. This was only defeated because local residents managed to have it registered as a Town Green (which protects the site in perpetuity). The Society has repeatedly urged the District Council to register voluntarily the many spaces in its ownership as Town Greens but in 2010 it even refused our request to protect just five carefully chosen sites.

West Sussex County Council has also tried, so far unsuccessfully, to develop a large field in the south of the town which it bought many years ago for a school.

As recently as 2011 the District Council considered Chesworth Farm, which it originally

purchased to protect the southern fringe of the town, as a possible strategic site for 1,500 new homes. It is ironic that the greatest threat to our open spaces has come from the councils we elect to protect our local environment.

## So what can be done?

At the end of the day it all depends on the strength of public opinion, and keeping up the pressure on elected councillors to ensure that planning policies recognise the value of our green spaces and protect them.

Prior to the changes in the local planning system open spaces, particularly the larger ones, could be designated as urban open spaces with a presumption against development. Now there are only generic policies concerning the provision and protection of open space which are much less effective. Recent changes to the planning system have also made it much more difficult to register green spaces as town greens particularly where landowners plan development.

There is, however, one change which could make a positive difference if the District Council has the will to make it happen. The 2012 National Planning Policy Framework introduced a new Local Green Space designation to protect greens of particular importance to local communities.

We urge Horsham District Council to include specific policies within its new Local Development Framework to protect our open spaces and to designate the most important as Local Green Spaces. And we will continue to press the Council to register greens it owns voluntarily as Town Greens.

Finally, the best way to ensure that our green spaces are protected for future generations is to use them.

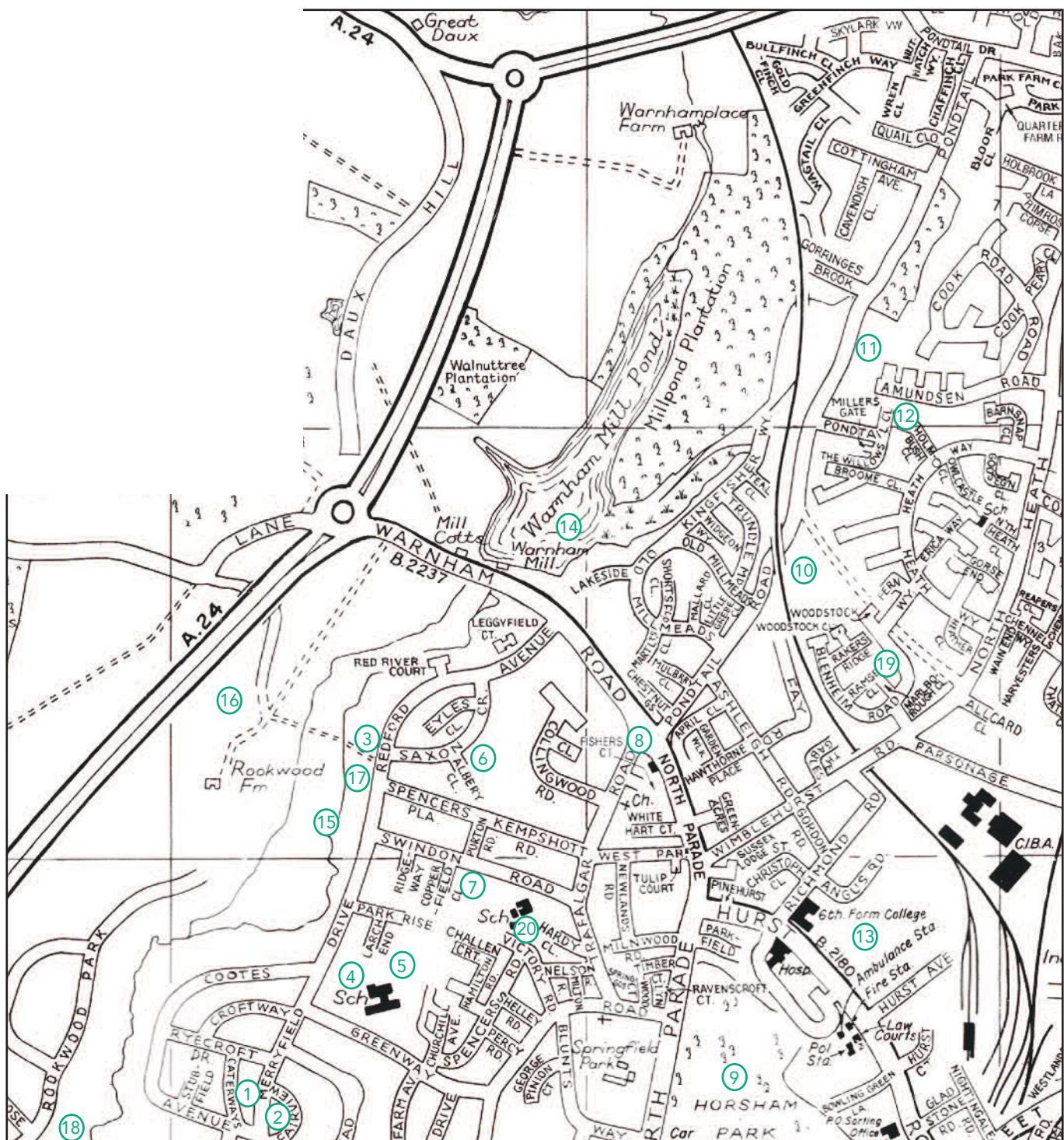
## Inventory of Horsham's Green Spaces

For the sake of convenience the town has been divided into quarters - NW, NE, SW and SE - with a keyed map and list of greens for each.

Bennett's Field, Brighton Road (61)



## North West Quadrant



- 1 Caterways Green, Merryfield Drive [Registered Town Green]
- 2 Cootes Green, Merryfield Drive [Registered Town Green]
- 3 Redford Avenue Football Ground, Redford Avenue
- 4 Greenway School Playing Field , Greenway
- 5 Recreation Ground, behind Greenway School
- 6 Redford Avenue Allotments, off Redford Road

## North West Quadrant - continued

- 7 Victory Recreation Ground, off Victory Road
- 8 Dog and Bacon Green, Warnham Road [Remnant of Horsham Common]
- 9 Horsham Park, North Street
- 10 Woodstock Close Sports Ground
- 11 Pondtail Copse, Pondtail Road, and parallel with and north of Amundsen Road
- 12 Pondtail Close open space
- 13 Collyer's School playing field, Hurst Road
- 14 Warnham Nature Reserve, Warnham Road
- 15 Riverside Walk: Warnham Road to Guildford Road
- 16 Rookwood Golf Course
- 17 Redford Avenue Copse
- 18 Wildwood, j/w Guildford Road
- 19 Ramsey Green, Ramsey Close [Registered Town Green]
- 20 Trafalgar School playing field, Victory Road



< Cootes Green (2)



Dog and Bacon Green (8) >



< Riverside Walk (15)

## North East Quadrant



- 21 North Heath Community Primary School playing field, Erica Way
- 22 Novartis sports ground, Parsonage Road
- 23 Holbrook Club, North Heath Lane
- 24 Riverside Walk: St Mark's Chennels Brook, North Heath Lane
- 25 Kingslea Primary School playing field, Harwood Road
- 26 Rusper Road Allotments, Lower Barn Close
- 27 Little Barn Copse, off Rusper Road
- 28 Oak Tree Way open space, off Redkiln Way

## North East Quadrant - continued

- 29 Lambs Crescent open space, off Lambs Farm Road
- 30 Littlehaven Infant School grounds, Hawkesbourne Road
- 31 Manor Fields open space, also via Earlswood Close
- 32 All Saints Primary School playing field, Tylden Way
- 33 Bryce Close Playing Field, adj Roffey Recreation Ground
- 34 Roffey Playing Field, adj Roffey Recreation Ground

Harwood Road landscaping (39) >



- 35 Roffey Recreation Ground, off Crawley Road
- 36 Northholmes Primary School playing field, off Crawley Road
- 37 Roffey Cricket Club sports ground, off Crawley Road
- 38 Leechpool Primary School playing field, Leechpool Lane
- 39 Harwood Road landscaping, bet Manor Fields and Woodland Way
- 40 Harwood Road Allotments, bet Manor Fields and Woodland Way
- 41 Roffey Cemetery, Crawley Road
- 42 Earles Meadow recreation space, south side railway, Crawley Road to Farhalls Crescent
- 43 Bracken Green, bet Bracken Grove and Crawley Road
- 44 South Holmes Playing Field, Owl Beech Way

< Roffey Cemetery (41)



## North East Quadrant - continued

- 45 Holbrook Tythe Barn Play Area, Pondtail Road
- 46 Holbrook Primary school playing field, Holbrook School Lane
- 47 Dutchells Copse, Rusper Road opp Tylden Way
- 48 Dutchells Common, bet Wordsworth Place and Burns Close
- 49 Bakehouse Barn Path and Green, off Pondtail Road running north to A264
- 50 Moorhead Road open space, bet Moorhead Road and Crawley Road
- 51 Heath Way playing field, near Holmbush Close
- 52 Jackdaw Lane playing field, near Coltsfoot Drive
- 53 Bartholomew Way woodland glade, by Holbrook Surgery running north
- 54 Lemmington Way open space, j/w Rusper Road north to A264
- 55 Roffey Football Club playing fields, off Bartholomew Way
- 56 Adelaide Close play area, bet Adelaide Close and Little Haven Lane
- 57 Lemmington Way woodland stream, j/w Rusper Road south
- 57A Open space, bet Chennels Way and North Heath Lane
- 57B Beech Road allotments and open space



< Dutchells Copse (47)

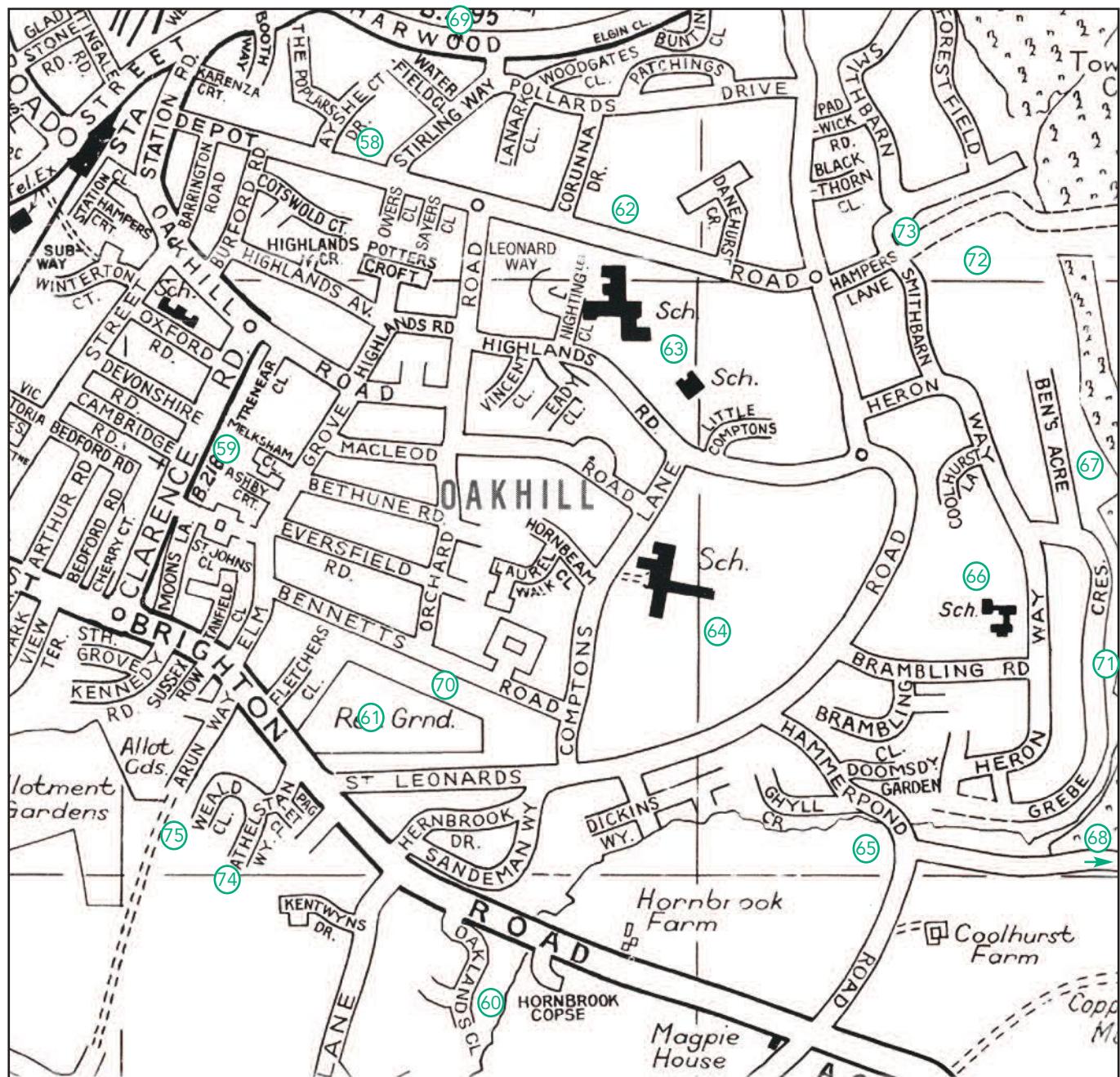


Moorhead Road (50) >



< Lemmington Way (54)

## South East Quadrant



- 58 Ayshe Court Lakes, Depot Road / Ayshe Court Drive
- 59 Clarence Road Allotments, Clarence Road
- 60 Oaklands Close open space
- 61 Bennett's Field Recreation Ground, Brighton Road
- 62 Depot Road Allotments, Depot Road
- 63 Millais School playing field, Depot Road
- 64 Forest School playing field, Comptons Lane
- 65 Domesday Green, Domesday Lane, urban fringe
- 66 Heron Way School playing field, Heron Way
- 67 Ben's Acre open space, woodland and riverside

## South East Quadrant - continued



< Forest School playing field (64)



Kingslea Pond (69) >

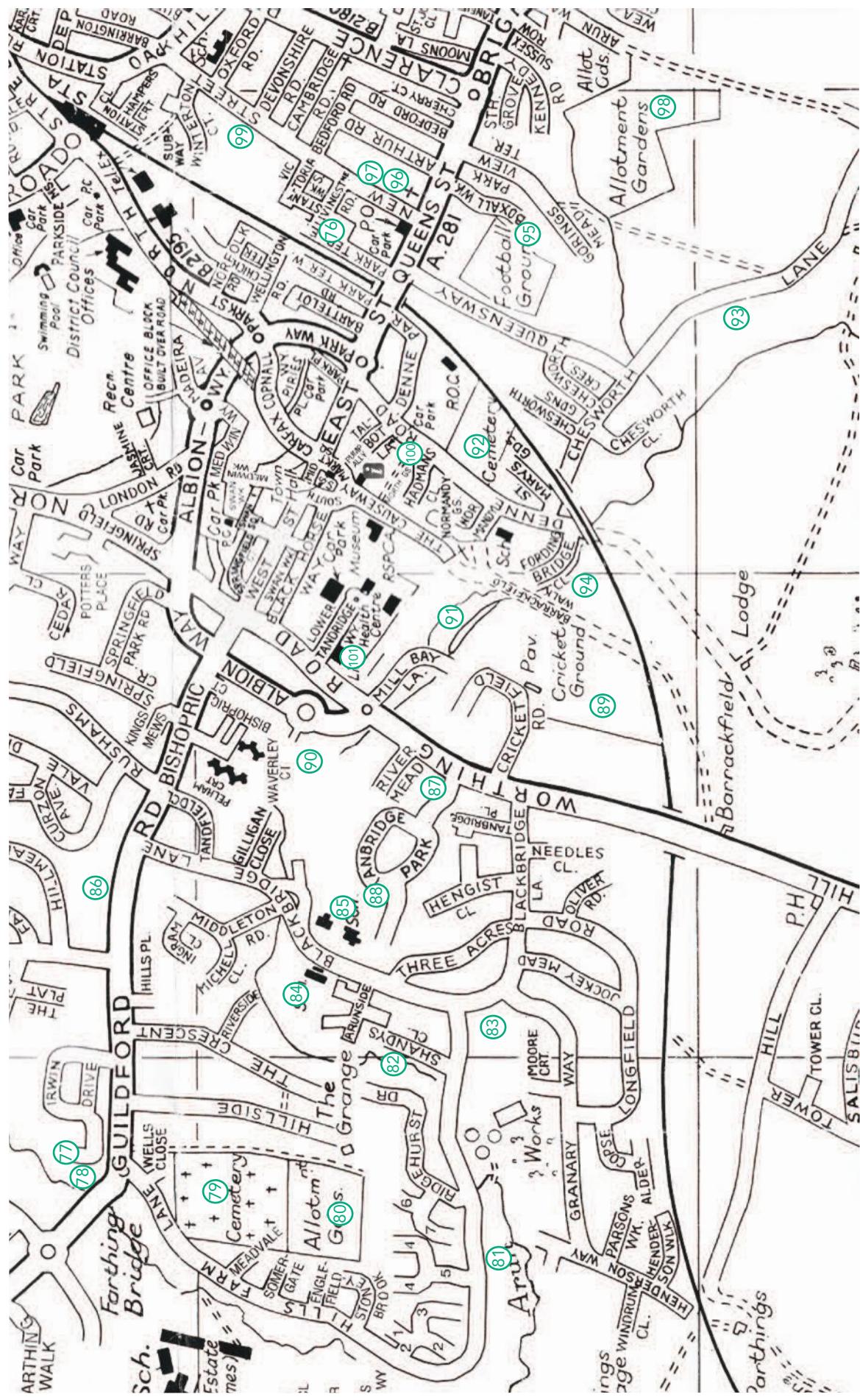


< Hampers Lane (72)

- 68 Horsham RFC, Hammerpond Road
- 69 Kingslea Pond, Harwood Lane
- 70 Bennett's Road Allotments
- 71 Glebe Crescent open space, woodland and riverside
- 72 Hampers Lane open space
- 73 Smithbarn open space, j/w Hampers Lane
- 74 Muggeridge Field open space, off Athelstan Way
- 75 Land adjacent to Muggeridge Field, off bridle way at end of Arun Way



## South West Quadrant



## South West Quadrant - continued

- 76 Stanley Walk green
- 77 Irwin Drive open space
- 78 Irwin Drive riverside
- 79 Hills Cemetery, Guildford Road
- 80 Hills Farm Allotments, off Guilford Road
- 81 Hills Farm Lane (south) playing fields
- 82 Arunside Green, bet Ridgehurst Drive and Shandys Close
- 83 Hills Farm Recreation Ground, Hills Farm Road j/w Blackbridge Lane
- 84 Arunside School sports ground
- 85 St John's Catholic Primary School sports ground
- 86 Pennybrook Green, Guildford Road
- 87 Tanbridge Park amenity area, in front of Tanbridge Place
- 88 Tanbridge Park Green
- 89 Cricket Ground, Cricketfield Road
- 90 Riverside Walk: Worthing Road to Blackbridge Lane
- 91 Riverside Walk: Town Mill to Remembrance Gardens
- 92 Denne Road Cemetery
- 93 Chesworth Farm, off Queensway
- 94 Barrack Field, south of St Mary's Church



< Irwin Drive (77)



Hills Farm Lane (south) (81) >

## South West Quadrant - continued



< Pennybrook Green (86)



Tanbridge Park Green (88) >



< New Street Green (96)

- 95 YMCA Football Ground, off Gorings Mead
- 96 New Street Green, behind New Street Chapel
- 97 Gardiners Court green, New Street
- 98 Chesworth Allotments, Arun Way
- 99 New Street Garden, New Street
- 100 Denne Road open space, j/w Hadmans Close
- 101 Worthing Road open space, south of Horsham Library



## 2. Appendix 2 - Current Provision

### 2.1. Typologies of green space owned by Horsham District Council

<b>Parks and Gardens</b> Urban parks, country parks, formal gardens <i>Examples include Horsham Park, Southwater Country Park, Park House Garden, New Street Garden</i>
<b>Amenity Greenspace</b> Recreation grounds, informal recreation spaces, green spaces in and around housing, outdoor sports facilities, village greens <i>Examples include Cedar Drive (Southwater), Beech Road Open Space, Bennetts Field, Pixies Hollow, Victory Recreation Ground</i>
<b>Natural and Semi-Natural Urban Green spaces</b> Woodland, urban forestry and scrub, grasslands e.g. downland, commons and meadow, hedgerows, heathland, wetlands, open and running water, natural features for carbon storage or water purification, wastelands and disturbed ground, bare rock habitats e.g. cliffs and quarries, protected habitats such as SSSI and BAP areas <i>Examples include Warnham Local Nature Reserve, Leechpool and Owlbeech Woods, Motte &amp; Bailey, North Horsham, Monkmead Wood, Chesworth Farm</i>
<b>Green and Blue Corridors</b> Rivers and canals including their banks, cycle routes, pedestrian paths, bridleways, public rights of way <i>Examples include Horsham Riverside Walk, Storrington Riverside Walk</i>
<b>Other</b> Allotments, community gardens, farmland, cemeteries & churchyards (5), accessible countryside to urban fringe areas, provision for children and teenagers such as play areas, skateboard parks, ponds, trees in urban areas and green walls <i>Examples include Hills Cemetery, Depot Road Allotment, Horsham Skate Park, Meadowside Play Area (Storrington), Batts Pond (Henfield)</i>

## 2.2. Distribution of green space across the District

MARKS GREEN SPACES IN WHPC

The following is a site list showing all green spaces maintained by Horsham District Council Parks and Countryside department.

Town	Location	Town	Location	Town	Location
Amberley	School Lane/Turnpike Road	Horsham	Granary Way	Horsham	Victory Road
Ashington	Millmead	Horsham	Groombridge Way	Horsham	Warnham Nature Reserve
Broadbridge Heath	Broadbridge Heath Bowls Club	Horsham	Groombridge Way	Horsham	Wild Goose/Rookwood Park
Broadbridge Heath	Singleton Road	Horsham	Guildford Road Town Gardens	Horsham	Windrum Close
Broadbridge Heath	Wickhurst Lane	Horsham	Harwood Road Roundabout	Horsham	Winterbourne
Billingshurst	Arun Road woodland	Horsham	Harwood Road/Redwing Close	Horsham	Wordsworth Place
Billingshurst	Berrall Way	Horsham	Harwood Road/Woodside	Horsham	Worthing Road
Billingshurst	Billingshurst bypass (north)	Horsham	Hatchlands	Horsham	Wren Close
Billingshurst	Billingshurst bypass (south)	Horsham	Haybarn Drive	Kingsfold	Pumping Station
Billingshurst	Cranham Avenue	Horsham	Heather Close/Fern Way	Lower Beeding	Brick Kiln Pond/Church Close
Billingshurst	Forge Way/Saddlers Close	Horsham	Henderson Way open space	Mannings Heath	Gagglewood
Billingshurst	Holder Close	Horsham	Hightown Way	Mannings Heath	Woodlands Walk
Billingshurst	Jengers Mead, & Car Parks	Horsham	Hills Cemetery	Maplehurst	Abinger Cottages
Billingshurst	Ostlers View	Horsham	Hills Farm Lane	Partridge Green	Meyers Wood
Billingshurst	Ostlers View/Forge Way	Horsham	Hop Oast Depot	Partridge Green	PG High Street Car Park
Billingshurst	Parbrook adj Berrall Way	Horsham	Hop Oast Park and Ride	Pulborough	Carpenters Meadow
Billingshurst	Roman Way	Horsham	Horsham Park	Pulborough	Glebelands
Billingshurst	Weald Leisure Centre	Horsham	Jackdaw Lane	Pulborough	Masons Way
Bramber	High Street Car Park	Horsham	Keats Close	Pulborough	New Place Corner
Coldwaltham	Brookland Way	Horsham	Kings Road roundabout	Pulborough	Strawberry Field
Cowfold	Cowfold Car Park	Horsham	Kingslea, Bowles Close	Pulborough	The Moat
Cowfold	Holm Oak	Horsham	Lanyon Close/Bignor Close	Rudwick	Foxholes
Henfield	Batts Pond/Broomfield Road	Horsham	Leechpool/Owlbeech Woods	Southwater	Bamborough Close
Henfield	Coopers Way Car Park	Horsham	Littlehaven Lane	Southwater	Camelot Close
Henfield	Deer Park	Horsham	London Road	Southwater	Castlewood Road
Henfield	Henfield Library Car Park	Horsham	London Road Car Park	Southwater	Cedar Drive
Henfield	Parsonage Road	Horsham	Lower Barn Copse	Southwater	College Road
Horsham	50-58 Park Street	Horsham	Manor Fields	Southwater	Crockhurst/Corfe Close
Horsham	Agates Roundabout	Horsham	Medwin Walk	Southwater	Foxes Close
Horsham	Albion Way	Horsham	Mill Bay & Cricket Fields	Southwater	Ghyll Court
Horsham	Alder Copse	Horsham	New Street	Southwater	Grange Way
Horsham	Barrackfield Recreation Ground	Horsham	New Street Gardens	Southwater	Leeds Close
Horsham	Beech Road	Horsham	New Street/Stanley Walk	Southwater	Mapledown
Horsham	Bennetts Field	Horsham	North Street	Southwater	Newlane Wood
Horsham	Bens Acre	Horsham	North Street & Telephone Exchange	Southwater	Oakhurst Business Park
Horsham	Birds Farm Allotments	Horsham	Northern By Pass	Southwater	Pevensie Road
Horsham	Blackbridge Lane stream	Horsham	Oaklands Close	Southwater	Pond Farm Ghyll
Horsham	Blackhorse Way	Horsham	Old Crawley Road	Southwater	Porchester Close
Horsham	Blatchford Close, Kingslea Pond	Horsham	Park Farm Close	Southwater	Rascals Close
Horsham	Blunts Way	Horsham	Park North	Southwater	Southwater Country Park
Horsham	Boldings Brook north	Horsham	Park Street	Southwater	Southwater Village Centre
Horsham	Boldings Brook south	Horsham	Park Way	Southwater	Woodhatch play area
Horsham	Canberra Place	Horsham	Piries Place	Southwater	York Close/Edinburgh Close
Horsham	Capitol	Horsham	Pixies Hollow	Steyning	Chancton House
Horsham	Carfax	Horsham	Pondtail Drive	Steyning	Fletchers Croft car park
Horsham	Causeway	Horsham	Pondtail Recreation Ground	Steyning	Penlands Vale
Horsham	Chennells Brook/Dutchells Copse	Horsham	Pondtail Road	Steyning	Shooting Field
Horsham	Chennells pitches	Horsham	Primrose Copse/Holbrook School Lane	Steyning	St Andrew's Church
Horsham	Chennells Way	Horsham	Rakers Ridge/Ramsey Close	Steyning	St Cuthmans Field
Horsham	Chennells Brook/Drake Close/Brook Road	Horsham	Redford Avenue	Steyning	ST High Street Car Park
Horsham	Chesworth Allotments	Horsham	Redkiln Way	Steyning	Tanyard Lane car park
Horsham	Chesworth Depot	Horsham	Ridgehurst Drive	Steyning	Toomey Road
Horsham	Chesworth Farm	Horsham	Roffey Cemetery	Storrington	Abbey Court
Horsham	Cissbury Close	Horsham	Roffey Corner	Storrington	Amberley Road
Horsham	Clarence Road Allotments	Horsham	Roffey Recreation Ground	Storrington	Field End
Horsham	Coleridge Close	Horsham	Ropelands Bunds, Horsham	Storrington	Library car park
Horsham	Coltsfoot Drive	Horsham	Ropelands Way	Storrington	Love Lane
Horsham	Cook Road	Horsham	Saxons Pond	Storrington	Meadowside
Horsham	Cook Road open space	Horsham	Shottermill Play Area	Storrington	Mill Pond
Horsham	Cook Road Play Area	Horsham	Skylark View	Storrington	Old Mill Drive
Horsham	Crawley Road	Horsham	Sloughbrook play area	Storrington	Riverside Walk
Horsham	Denne Road Car Park	Horsham	Somergate	Storrington	Riverside Walk extension
Horsham	Denne Road Cemetery	Horsham	South Holmes Recreation area	Storrington	School Hill Car Park
Horsham	Depot Road Allotments	Horsham	St Mary's Church Yard, The Causeway	Storrington	Snapes Road, Southdown Way
Horsham	Dog & Bacon	Horsham	Standen Place Play Area	Storrington	The Green
Horsham	Dukes Square	Horsham	Stans Way	Thakeham	Lindfield Copse
Horsham	Durfold Road	Horsham	Station Road	Upper Beeding	Priory Field
Horsham	Earlswood Close play area	Horsham	Stoneybrook	Upper Beeding	UB High Street Car Park
Horsham	Fenhurst Close	Horsham	Swan Yard	Warnham	Warnham Village Hall
Horsham	Ghyll Crescent/Dickens Way	Horsham	Tanbridge Park	Washington	Chantebury Close
Horsham	Glendale Close	Horsham	The Hornets	West Chiltington	Monkmead Wood
Horsham	Godwin Way Car Park, Crawley Road	Horsham	The Needles		
Horsham	Goldfinch/Bullfinch Close	Horsham	The Pavilions		