



**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
HELD ON THURSDAY 28<sup>th</sup> JANUARY 2021 AT 7.30pm.**

**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.

**PET/875/21 Public Forum**

There were two members of public present:

A representative from Horsham Society (HS) notified the committee that they have concerns and have raised objections regarding application DC/20/2509: Reserved matters application for the provision of foot/cycle bridge across the A264 pursuant to approved outline application DC/16/1677 (mixed use strategic development to include housing (up to 2,750 dwellings), business park (up to 46,450 m<sup>2</sup>), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure. Objections were given due to the poor design, insufficient width of the footpath and cycle way, which do not allow safe passage and meet the minimum width as described in the Department for Transport's Cycling Infrastructure Design July 2020, the footpath and cycle way needs to be segregated as described in West Sussex County Council's (WSCC) consultation response referring to the Cycle Strategy, these combined factors risk the increased use of the low level road crossing, and there is a threat to the trees on the south side where the ramp will be erected which can be rectified by repositioning the ramps.

HS gave references of bridge designs from various locations considered to be an improvement to the one proposed in DC/20/2509.

A representative from No incinerator 4 Horsham (Ni4H) spoke regarding Recycling, Recovery and Renewable Energy and Ancillary Infrastructure (Incinerator) at the former Wealden Brickworks environmental permit application. Ni4H notified the committee that, although the application has not yet been released, concerns are held regarding the thoroughness taken with the application and that the application may become a 'tick box' exercise. It is understood that once the application is available it will be processed quickly. Ni4H will notify the Parish Council once the environmental permit application is made publicly available.

**PET/876/21 Apologies for absence**

There were apologies given for late arrival from Cllr R. Knight, Cllr D. Mahon and Cllr M. Cockerill.

Cllr T. Rickett BEM did not attend.

**PET/877/21 Declarations of Interest**

Cllr R. Turner declared a personal interest in Horsham Society (HS) as he is a member. Cllr R. Turner is not a party to HS representation letter to Horsham District Council regarding application DC/20/2509.

**PET/878/21 Minutes**

The Minutes of the Committee Meeting held on 17<sup>th</sup> December 2020 were agreed and will be signed by the Chairman as a true record at the earliest opportunity.

*With agreement from the committee, agenda item 9: Foot/Cycle bridge across the A264 – DC/20/2509, was moved forward to this point in the meeting. Cllr M. Cockerill and Cllr R. Knight entered the meeting.*

**PET/879/21 Foot/Cycle bridge across the A264 – DC/20/2509**

Notification has been received of the reserved matters application (DC/20/2509) for the provision of foot/cycle bridge across the A264 pursuant to approved outline application DC/16/1677 (mixed use strategic development to include housing (up to 2,750 dwellings), business park (up to 46,450 m<sup>2</sup>), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure.

**It was RESOLVED to comment on the application and forward the comments to Horsham District Council:**

**The Parish Council is in favour of a foot/cycle bridge erected over the A264 as it will form a vital safe connecting route for pedestrians and cyclists. However, the Parish Council OBJECTS to this application. The Parish Council concur with the explanations given in Horsham Society's representation letter dated 12th January 2021.**

- The proposal's design is unappealing and uninspiring. References should be taken from other bridges such as; The Jane Coston cycle & pedestrian bridge between Milton & Cambridge, The New Abbey Chesterton foot/cycle bridge in Cambridge, The Tony Carter foot/cycle bridge in Cambridge, Worcester, the Diglis Bridge, Belfast, the Lagan Footbridge, Glasgow, the Clyde Gateway Bridge, that will improve the design and enhance the local area and its characteristics,
- The proposal does not provide adequate cycling provision particularly in reference to the width of the bridge and ramps that do not meet the minimum standards required,
- Prevention measures need to be implemented to prevent vandalism to/from the bridge. Concerns were raised that objects can fall/be thrown from the top of the bridge to road users below. There have been cases of this in other areas where these measures have not been put in place, such as

**those in regards to the pedestrian bridge across A24 to Broadbridge Heath, causing safety issues to road users below,**

- and there is concern the position of the bridge causes an unnecessary loss of trees and landscaping.**

*One member of public left the meeting.*

## **PET/880/21 Chairman's Announcements**

1. The cladding for the new Bohunt School has had to be changed from the previously agreed colour arrangement due to fire regulations. Please see attached (Annex 1) details regarding the cladding colour. The alternative colour arrangement has been approved. Horsham District Council explained "The construction of the school had commenced and it was imperative that a decision was made to allow the continuing delivery of the school. HDC discussed it in detail with the applicants and agents and went through the options".
2. Four new dwellings on land off of Holbrook School Lane will be numbered 41, 43, 45 and 47 Holbrook School Lane, RH12 5PP. (Annex 2)
3. Lists of planning compliance cases received from Horsham District Council (HDC) since 6<sup>th</sup> December 2020 has been circulated to members of the planning committee.
4. Legal and General (L&G) has released an update on the Rusper Road/A264 road works. It was announced additional road works on the A264 will start on 25th January for 3 weeks and will be continuous over 24 hours. This has been scheduled to coincide with the national lockdown. This will require lane closures of the A264, rather than a full closure. It was originally hoped that directional drilling will be used to get services across the road to the school. On safety grounds, this has been discounted because of the size and depth of the channels required where directional drilling could cause the road to collapse. Therefore, trenching will be required. There are mitigation measures in place to reduce light and noise pollution during the road works. Additional infrastructure works are being carried out in Horsham, primarily on footpaths. Attached (Annex 3) is L&G's notification letter and map. Concern has been raised regarding how noise from the A264 will affect existing properties on the south side of the A264. This will be raised at the Parish Council's north of Horsham Parish Liaison Meeting on 18<sup>th</sup> February 2021.
5. The Director of Highways, Transport and Planning has approved the appointment of Landbuild Ltd for the construction of the A24 Robin Hood Junction Improvement Scheme, as set out in section 2 of the contract award report (Annex 4). This comes into force on 22<sup>nd</sup> January 2021 if not called in by 21/01/2021. The completion date is set to be 31<sup>st</sup> March 2022.

**The Chairman's announcements were NOTED.**

**PET/881/21 Land at 78 Crawley Road (HDC SHLAA Reference SA705)**

Concern has been raised regarding the condition of the site and its availability for development.

**It was RESOLVED to:**

1. **Write to the Sussex Partnership NHS Foundation to alert them to the poor condition of the blue plastic screening that borders Crawley Road.**
2. **Write to HDC to see if the status of the site as 'undevlopable' as stated in their SHLAA has changed.**
3. **Request HDC to consider serving an Untidy Land Notice to the owner and occupier, under Section 215 of the Town and Country Planning Act 1990, to remedy the condition of the land.**

**PET/882/21 Novartis Parish Liaison meeting**

The notes of the meeting have not yet been finalised and circulated to the committee. Once they are available, they will be circulated to the Committee and published on the Parish Council website.

**It was RESOLVED to defer this item to the next Planning, Environment and Transport Committee meeting.**

**PET/883/21 Tree Wardens**

The Tree Council initiated a Tree Warden Scheme 30 years ago which is co-ordinated by West Sussex County Council. Individual parishes are invited to appoint Tree Wardens as the eyes and ears of their neighbourhoods and to champion their local trees and woods. The Tree Warden role can allow those appointed by their Parish Council to plant and care for trees, carry out woodland management, survey trees and gather information, provide early warning of threats, disease, decay or vandalism and spearhead Tree Council initiatives, such as its Hedge Tree Campaign to reverse the decline of trees in hedges.

West Sussex County Council insures the county wide group of Tree Warden volunteers and the policy covers undertaking tree surveys, hedge row surveys, tree planting and working with local groups. No power tools can be used by the volunteers. Tree Wardens are bound by a Code of Conduct that prohibits them from commenting or giving advice on planning applications.

North Horsham Parish Council's Planning, Environment and Transport Committee appointed three Tree Wardens, initially with a view to them commenting on planning applications involving trees, but that goes against the Tree Warden's Code of Conduct. This leaves them with no role to play in the planning process. In the past, WSCC may have co-ordinated tree planting or management schemes, but the Parish Council has no power to undertake schemes such as this on land that it doesn't own. There is little scope in this parish for planting and caring for trees, as part of routine

Parish Council activities, as that is done by the organisations that own the land or by specialist organisations, mainly because of insurance implications. The Parish Council has its own Tree Management plan. Whilst information which allows trees to be monitored is worthwhile, in this world of litigation, most organisations that own trees have regular documented inspections to satisfy their insurance companies and so that the proper records can be available if needed.

Without a clear remit, the Tree Wardens feel underutilised and frustrated that they don't have a clear job description. One has stepped back due to personal commitments and another has joined a group that undertakes more practical and targeted woodland work. The final volunteer has a role in conservation in the parish but would still be interested in continuing if the role was more clearly defined and had greater content.

In general trees are looked after by the relevant authority or private individual. Public authorities, including the Parish Council usually have a clear tree management plan for its trees and contracts tree work to a qualified arboriculturist to satisfy insurance requirements. Private individuals are responsible for trees on their property. Apart from a role whereby the Tree Wardens keep a general overview of trees in the parish and report and vandalism or concerns, there is no further role to play at the current time.

In conclusion, the Tree Warden role has proved frustrating to those who volunteered as the role wasn't sufficiently defined, there was very little content and there has been no clear direction. The role that the Parish Council had hoped the volunteers would undertake i.e. advising on planning applications involving trees is not within the Tree Warden's Code of Conduct or covered by insurance and as planning applications in respect of trees are looked at by arboricultural experts at District level, it is the comments of elected members representing local residents that are required.

In the 30 years since the Tree Council developed the Tree Warden Scheme, local authorities have been required to introduce tree management schemes to ensure that trees are inspected on a regular basis and the findings documented.

The main role of someone appointed to be a Tree Warden would be to provide early warning of threats, disease, decay or vandalism in trees generally in the parish, but in general this is covered by the landowners who are responsible for making sure that their trees are safe.

Should the role be reprised it should be clearly defined and there should be a clearer reporting system in place and a way of much better two way communication. This, however, would need a dedicated resource from the Parish Council.

Therefor it is recommended that the Tree Wardens are suspended for the

foreseeable future and that appreciation is expressed to those who supported the Parish Council in the Tree Warden role over the last few years.

**It was RESOLVED to:**

- 1. Suspend the Tree Warden posts for the foreseeable future.**
- 2. Express appreciation to those who supported the Parish Council in the Tree Warden roles over the last few years.**

**PET/884/21 Recycling, Recovery and Renewable Energy and Ancillary Infrastructure (Incinerator) at the former Wealden Brickworks.**

The Parish Council is waiting for an environmental permit application to be available for consideration from the Environment Agency (EA), once available it will be circulated to the committee. To enable operation of the facility an environmental permit is required for the site.

NHPC has requested to be notified regarding the environmental permit application once it is made available. The EA has responded and stated when they decide an application is of high public interest, they tailor out consultation to the particular circumstance. The EA will not notify North Horsham Parish Council. Information on how the EA deal with consultations can be found here:

<https://www.gov.uk/government/publications/environmental-permits-when-and-how-we-consult/environmental-permits-when-and-how-we-consult>.

Cllr D. Searle, NHPC's outside body appointee on Biffa, notified the committee that the EA have not attended a Biffa Liaison Group meeting or inspected a Biffa site for approximately a year. There is a concern the EA will have a similar attitude to the Incinerator site, therefore leading to improper inspections of the site and adherence to legislations.

**It was RESOLVED that the environmental permit application would be considered once the Environment Agency release their consultation.**

*One member of public left the meeting.*

**PET/885/21 Consultations**

**Night Flight Restrictions**

This is a two-stage consultation process which seeks views on the regime at the designated airports beyond 2022 and night flights in the national context. The consultation lasts for a period of 3 months.

Stage 1 of this consultation has 2 purposes. Firstly, to maintain the existing night flight restrictions for the designated airports (Heathrow, **Gatwick** and Stansted) from 2022 to 2024, and a proposal to ban QC4 rated aircraft movements during from 23:30 to 06:00.

Secondly, they are also seeking early views and evidence on policy options for the government's future night flight policy at the designated airports beyond 2024, and nationally. This includes whether they should amend

their national noise policy to include specific policy for night noise, revising their night flight dispensation guidance, whether they should set criteria for airport designation, and what any future night flight regime at the designated airports should look like.

Their aim is to publish stage 2 of this consultation in 2022 which will set out firm proposals for the designated airports beyond 2024.

More information can be found here: [Consultation link](#)

**It was RESOLVED to respond to the consultation in unison with the Parish Council's response regarding Gatwick's Master Plan 2019 consultation:**

**North Horsham Parish Council supports improved infrastructure to lessen negative impact on local residents.**

**Whilst aircraft noise has been considerably reduced over the last few years, the Parish Council recommends additional mitigation measures are put in place to reduce the flight noise and flight paths from aircraft that can have a negative impact on local residents.**

## **PET/886/21 Planning Appeals**

Appeals Lodged:

<b>REASONS FOR APPEAL</b>	Appeal against refusal of planning permission
<b>APPLICATION REFERENCE</b>	DC/20/0819
<b>WARD</b>	Holbrook West
<b>APPLICATION</b>	Erection of a two storey dwelling with associated off street parking and hard and soft landscaping.
<b>SITE</b>	Land Adjacent Fieldfare North Heath Close
<b>PC COMMENTS</b>	No objection however, there is a concern on the upkeep of the tree preservation orders and the parking of construction vehicles; North Heath Close is very narrow and parking on North Heath Lane would be hazardous.
<b>APPEAL DECISION</b>	

Appeals Decided:

<b>REASONS FOR APPEAL</b>	Appeal against refusal of planning permission
<b>APPLICATION REFERENCE</b>	DC/20/0594
<b>WARD</b>	Comptons

<b>APPLICATION</b>	Part single, part two storey side and front extension, and garage conversion.
<b>SITE</b>	1 Howard Road
<b>PC COMMENTS</b>	Objection due to the adverse impact of the open plan nature of the estate.
<b>APPEAL DECISION</b>	<b>Dismissed</b>

**It was RESOLVED to NOTE the information regarding the appeals.**

**PET/887/21 Planning Applications**

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 17<sup>th</sup> December 2020 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).**

*Cllr D. Mahon entered the meeting.*

**PET/888/21 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 circulated with the agenda.**

**PET/889/21 Date of next Meeting**

The next meeting is scheduled for Thursday 25<sup>th</sup> February 2021 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.50pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL**  
**SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION**  
**28<sup>th</sup> JANUARY 2021**

<b>DC/20/2240</b>	<b>Holbrook East</b>
<b>Site Address:</b> Oak Tree House 22 Highdown Way	
<b>Proposal:</b> Surgery to 1 x Oak	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/20/2262 - amended</b>	<b>Holbrook East</b>
<b>Site Address:</b> 5 Mallow Close	
<b>Proposal:</b> Demolition of existing rear conservatory and front porch overhang. Erection of a double storey rear extension and erection of a single storey front porch. Installation of windows to existing walls and roof.	<b>NHPC comments on original application:</b> Objection due to the overdevelopment of the site and risk of terracing, which is advised against in the design guide.
<b>Parish Council Comment:</b>	
The application amendments have been noted however, the Parish Council object to the application due to the risk of terracing, which is advised against in the design guide.	
<b>HDC Decision</b>	

<b>DC/20/2395</b>	<b>Comptons</b>
<b>Site Address:</b> Hanover Court York Close	
<b>Proposal:</b> Surgery to 1 x Oak and 1 x Sycamore	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/20/2396</b>	<b>Holbrook West</b>
<b>Site Address:</b> 24 Haybarn Drive	
<b>Proposal:</b> Surgery to 1 x Oak	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/20/2456</b>	<b>Holbrook West</b>
<b>Site Address:</b> 4 Gorse End	
<b>Proposal:</b> Surgery to 2 x Oak	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/20/2484</b>	<b>Roffey North</b>
<b>Site Address:</b> 2 Little Hatch Rusper Road	
<b>Proposal:</b> Surgery to 1 x Oak	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/20/2486</b>	<b>Holbrook West</b>
<b>Site Address:</b> Land Either Side of 12 Fern Way	
<b>Proposal:</b> Fell 2 x Oak	
<b>Parish Council Comment:</b>	
No objection, unless it is established they are healthy trees. If the trees are felled the Parish Council wish it to be replaced with a suitable native species.	
<b>HDC Decision</b>	

<b>DC/20/2499</b>	<b>Roffey North</b>
<b>Site Address:</b> 9 Southdown Close	
<b>Proposal:</b> Demolition of detached garage. Erection of single storey side extension with pitched roof.	
<b>Parish Council Comment:</b>	
No objection, provided it doesn't have an adverse impact on street parking in the vicinity.	
<b>HDC Decision</b>	

<b>DC/20/2509 – amended</b>	<b>Horsham Rural</b>
<b>Site Address:</b> Land North of Horsham	
<b>Proposal:</b> Reserved matters application for the provision of foot/cycle bridge across the A264 pursuant to approved outline application DC/16/1677 (mixed use strategic development to include housing (up to 2,750 dwellings), business park (up to 46,450 m <sup>2</sup> ), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure	
<b>Parish Council Comment:</b> The Parish Council is in favour of a foot/cycle bridge erected over the A264 as it will form a vital safe connecting route for pedestrians and cyclists. However, the Parish Council OBJECTS to this application. The Parish Council concur with the explanations given in Horsham Society's representation letter dated 12 <sup>th</sup> January 2021. <ul style="list-style-type: none"><li>• The proposal's design is unappealing and uninspiring. References should be taken from other bridges such as; The Jane Coston cycle &amp; pedestrian bridge between Milton &amp; Cambridge, The New Abbey Chesterton foot/cycle bridge in Cambridge, The Tony Carter foot/cycle bridge in Cambridge, Worcester, the Diglis Bridge, Belfast, the Lagan Footbridge, Glasgow, the Clyde Gateway Bridge, that will improve the design and enhance the local</li></ul>	

<p>area and its characteristics,</p> <ul style="list-style-type: none"> <li>• The proposal does not provide adequate cycling provision particularly in reference to the width of the bridge and ramps that do not meet the minimum standards required,</li> <li>• Prevention measures need to be implemented to prevent vandalism to/from the bridge. Concerns were raised that objects can fall/be thrown from the top of the bridge to road users below. There have been cases of this in other areas where these measures have not been put in place, such as those in regards to the pedestrian bridge across A24 to Broadbridge Heath, causing safety issues to road users below,</li> <li>• and there is concern the position of the bridge causes an unnecessary loss of trees and landscaping.</li> </ul>	
<b>HDC Decision</b>	

DC/20/2512	Holbrook West
<p><b>Site Address:</b> MGR Development Site Holbrook School Lane</p> <p><b>Proposal:</b> Application to Modify Construction Working Hours - planning permission DC/19/0394</p>	<p>NHPC was notified of this application on HDC's weekly list sent out to Parish Councils on 29<sup>th</sup> December 2020, where it was also notified that the application had been permitted.</p> <p>After enquiry, HDC's Planning Support Team Leader offered additional information:      'Legislation underpinning these types of applications has been implemented following the amendments introduced by Section 16, Part 3 of the Business and Planning Act 2020. This is an Act to make provision relating to the promotion of economic recovery and growth.</p> <p>Section 74B of the Town and Country Planning Act 1990 provides a temporary, fast track deemed consent route for developers to apply to local planning authorities to vary existing conditions, or the details submitted under a condition, that limit construction site working hours. Local authorities have 14 calendar days to consider such applications.</p> <p>There is specific guidance published on gov.uk <a href="https://www.gov.uk/government/publications/construction-working-hours-draft-guidance/draft-guidance-construction-site-hours-deemed-consent">https://www.gov.uk/government/publications/construction-working-hours-draft-guidance/draft-guidance-construction-site-hours-deemed-consent</a> which sets out how the applications are managed.</p> <p>Whilst we do not consult Parish Councils on these applications due to the number of days we have to make a decision, we may at times, dependent on the site and modification consult our Environmental Health division to ensure we make a robust decision.'</p>
<p><b>Parish Council Comment:</b>      HDC's decision has been noted. It is expected the construction site wont be</p>	

accessible during the Rusper Road closure.	
<b>HDC Decision</b>	<b>Permitted</b>

<b>DC/20/2602</b>	<b>Comptons</b>
<b>Site Address:</b> Kinsale Blue Comptons Brow Lane	
<b>Proposal:</b> Surgery to 1x Oak	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/21/0019</b>	<b>Roffey South</b>
<b>Site Address:</b> 37 Wood End	
<b>Proposal:</b> Surgery to 1 x Oak.	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/21/0027</b>	<b>Horsham Rural</b>
<b>Site Address:</b> Land North of Horsham Old Holbrook	
<b>Proposal:</b> Application for approval of Reserved Matters pursuant to Condition 5 for four SUDS basins and associated drainage infrastructure, part of the equestrian route, one Local Area of Play and associated landscaping following approval of outline application DC/16/1677 relating to appearance, landscaping, layout and scale.	
<b>Parish Council Comment:</b> The Parish Council is in support of WSCC request for the permissive path to be appointed formally as part of the WSCC's Public Rights of Way network, thereafter retaining the land in a greater state of maintenance.	
<b>HDC Decision</b>	

<b>DC/21/0038</b>	<b>Roffey North</b>
<b>Site Address:</b> 27 Willow Road	
<b>Proposal:</b> Surgery to 1 x Cedar	
<b>Parish Council Comment:</b>	
No objection, subject to the comments of HDC Tree Officer.	
<b>HDC Decision</b>	

<b>DC/21/0048</b>	<b>Roffey North</b>
<b>Site Address:</b> 1 Searles View	
<b>Proposal:</b> Demolition of existing garden wall and replacement on different alignment.	
<b>Parish Council Comment:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/21/0066</b>	<b>Horsham Rural</b>
<p><b>Site Address:</b> Land North of Horsham RM Area 2 Old Holbrook</p> <p><b>Proposal:</b> Reserved matters application for the erection of 197 residential dwellings with associated parking, landscaping and open space following approval of outline application DC/16/1677, relating to layout, scale, appearance and landscaping.</p>	
<p><b>Parish Council Comment:</b> As displayed in other developments of this size, there has been a lack of provision for young and older children in the early stages of development, leading to a variety of issues in the neighbourhood. There should be adequate space made available for young and older children at the beginning stage of the development.</p>	
<b>HDC Decision</b>	

<b>DC/21/0077</b>	<b>Roffey North</b>
<p><b>Site Address:</b> 5 Coniston Close</p> <p><b>Proposal:</b> Fell 1 x Horse Chestnut.</p>	
<p><b>Parish Council Comment:</b> No objection, unless it's established it is a healthy tree. If the tree is felled the Parish Council wish it to be replaced with a suitable native species.</p>	
<b>HDC Decision</b>	

<b>DC/21/0090</b>	<b>Roffey South</b>
<p><b>Site Address:</b> 3 Oakhurst Mews Leechpool Lane</p> <p><b>Proposal:</b> Demolition of existing conservatory. Erection of a single storey rear extension.</p>	
<p><b>Parish Council Comment:</b> No objection.</p>	
<b>HDC Decision</b>	

<b>DC/21/0122</b>	<b>Roffey North</b>
<p><b>Site Address:</b> 5 Lambs Farm Close</p> <p><b>Proposal:</b> Demolition of existing side garage and erection of a single storey rear, two storey side and front porch extensions.</p>	
<p><b>Parish Council Comment:</b> Objection due to the proposal being out of keeping with the street scene and the inappropriate design. There is a concern that the loss of parking facilities at the site may cause a negative impact on street parking in the vicinity.</p>	
<b>HDC Decision</b>	

<b>S106/20/0021</b>	<b>Holbrook East</b>
<p><b>Site Address:</b> Bartholomew Way</p> <p><b>Proposal:</b> Modification to the Mortgagee in Possession (MiP) clauses relating to 1-7 (odd) and 8-14 (inclusive) Meadow Farm Lane, Horsham; 2-9 (inclusive) and 11 and 13 Robert Way, Horsham; and 1-16 (inclusive) Ryders Way, Horsham (planning application NH/141/92).</p>	
<p><b>Parish Council Comment:</b> No comment. The application was not fully understood.</p>	
<b>HDC Decision</b>	

<b>S106/20/0022</b>	<b>Horsham Rural</b>
<p><b>Site Address:</b> Land North of Horsham Strategic Site Old Holbrook</p> <p><b>Proposal:</b> Details pursuant to Schedule 7, Paragraph 2.1 (Marketing Strategy) of legal agreement (ref DC/16/1677) for the North of Horsham development site.</p>	
<p><b>Parish Council Comment:</b> The majority of the application was not fully understood however, the Parish Council would like it noted their involvement in helping the finalisation of the Marketing Strategy.</p>	
<b>HDC Decision</b>	

# **Annex 1**



# BOHUNT HORSHAM

EXTERNAL FINISHES - PLANNING INFORMATION

*Issued December 2020*



# BOHUNT SCHOOL, HORSHAM

## REASON FOR CLADDING CHANGE

The purpose of this document is to give our alternative finish colours to our metal cladding panels, and explain the process we went through to select them.

We selected the cladding panels for Bohunt School for their robustness, fire resistance and aesthetic. However recent test data has shown that although the panel itself is non combustible, the finish that achieves the colours we had originally proposed, does not meet an appropriate surface spread of flame resistance.

Following discussions with the school, manufacturer and local authority, we have selected an alternative set of colours from the Prisma Range, that offers the appropriate resistance to surface spread of flame.

## COLOUR RANGE

### FULL PRISMA COLOUR RANGE

The Prisma range contains a number of colours and within these, there are five types of finish. The finishes have a significant affect on the appearance of the colours, and therefore has limited our selection further to finding complimentary colours with the same available finish.

The images provided show all the available colours separated into groups based upon their type of finish.

From looking at the entire range that is available to us, it is clear that there are very few colours that reflect the bright green colours we were showing previously. We have therefore done our best to test a range of complimentary colours within the available range, before making our selection.

#### MATT EFFECT

These colours all have a matt finish, but the palette is only available in grey tones.



#### STANDARD EFFECT

These were a standard semi gloss finish, however the pallet had limited appeal.



#### SPARKLE EFFECT

These were a selection of gloss and metallic colours with added sparkling flecks.



#### ANODIZED EFFECT

These colours were metallic in effect but vary significantly depending on how the light catches them.



#### METALLIC EFFECT

These had a greater depth of colour, and soft sheen to them.



## COLOUR PALETTE TESTS

From the available section, we tested various options, trying to mimic the green palette we had previously.

The tones of the three panels can be achieved in various colours but with the colours available, we found four options.

Option 1 - A simple selection of matt grey finishes. This was in keeping with the schools colours, however was a departure from the brighter colours we had previously agreed.

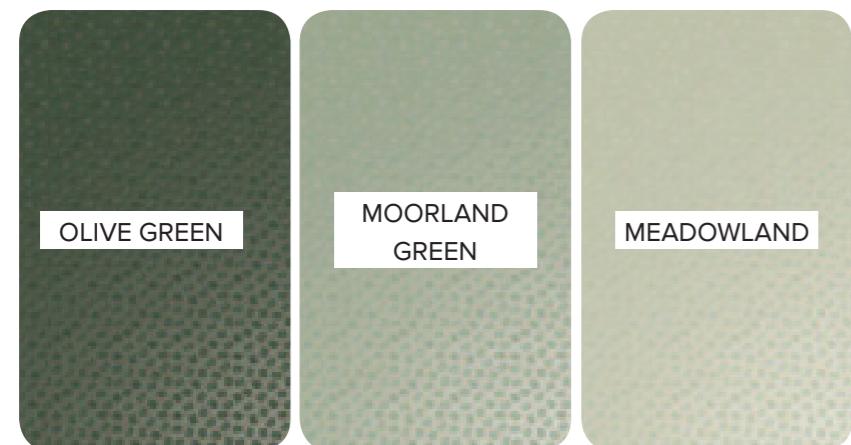
Option 2 - This range of metallic finishes worked well together, with great depth of colour. The tones of the Ariana and Ephyra mimicking the greener tones previously shown, with a brightness coming from the Orion finish, that linked the selection back to the school colours.

Option 3 - Was a range of blue tones, they worked well together and the bright blue tone had good impact, however this had no link to the warmer forest tones we were trying to achieve.

Option 4 - This was simply the only other complimentary set of three colours we found within the range. It had a more interior feel. However was too much of a departure from the original theme.



### PREVIOUS COLOUR SET



## PROPOSED COLOUR SET

### SCHOOL APPROVAL

The school were understanding of the reason for needing to change the colour range, and following the submittal of various options, they gave their approval for the Metallic colour range shown in Option 2.

We did initially propose a much brighter colour finish using the Anodized finish panels (see below), however they were quite against this as they thought it was too bright, and out of place.

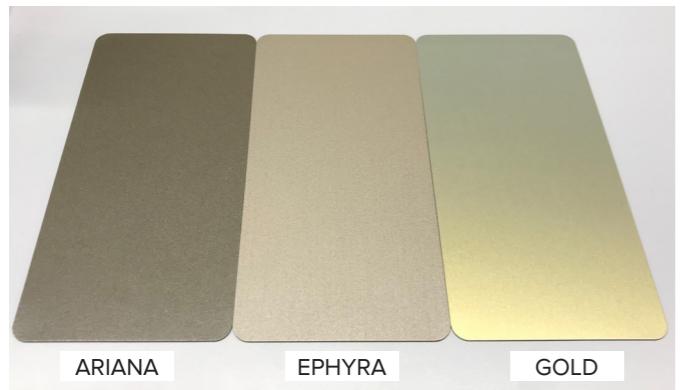
Following further review we put forward Option 2 (p04), which they much preferred. They were very pleased that we had managed to find a balance between the earthy tones previously submitted and the school grey colour found in their branding.

### PLANNING MEETING 01/12/20

Following approval from the school, the design team had a meeting with the planning team and DfE to talk them through the options. Following an explanation of the limited colour range, our extensive testing, the school preference and enhanced photographs of the proposed colours we gained their verbal agreement that the proposed colours were acceptable.

As agreed, physical samples were then ordered the same day from the manufacturer to the case officer for sign off.

### REJECTED COLOUR PALETTE BY SCHOOL



## BOHUNT SCHOOL, HORSHAM



## CLADDING COLOURS - B1 SPORTS BUILDING



## CLADDING COLOURS - A1 MAIN BUILDING



## CLADDING COLOURS - C1 NURSERY BUILDING



# **Annex 2**

## STREET NAMING AND NUMBERING

### FOUR NEW DWELLINGS ON LAND OFF HOLBROOK SCHOOL LANE, HORSHAM

(DEVELOPER – M G R HORSHAM)

The full postal addresses for the four new dwellings will be:-

41, 43, 45 & 47 Holbrook School Lane, Horsham RH12 5PP

Approximate Completion / Occupation Date – January 2021



# **Annex 3**



Legal & General (Strategic Land & Major Projects) Limited

12<sup>th</sup> January 2021

Dear Neighbour

## A264 WORKS NOTIFICATION

As part of the work required for the Land North of Horsham site, and in particular the new Bohunt Horsham education campus, Legal & General is carrying out upgrade and utility works to the Rusper Road and A264 roundabout.

For Legal & General, West Sussex County Council and the Department for Education it is a priority to ensure that the new Bohunt facilities open on time in December 2021. Legal & General and our appointed contractor, NATTA, are working hard to ensure all utilities including gas, electricity, water and telecoms are delivered on time to ensure this happens.

In order to open the new school on time and to take advantage of the reduced traffic as a result of the recent national lockdown, Legal & General will be carrying out **further highways works on the A264 during the current Rusper Road closure**, some of which will require working 24 hours per day. Please note that none of the works in this phase as set out below will require closure of the A264, but work along the A264 will take place **24 hours per day for three weeks**.

### What are the works and when will they be carried out?

There are a number of utilities upgrades and services still to install, which will be done through five key areas of work as shown on the plans attached and set out below:

- Continuing the provision of major utilities from Rusper Road south by taking the services north across the A264 ('A264 Western Crossing' on attached plan).
  - These works will be carried out over a period of three weeks working for 24 hours per day, seven days per week.
  - These works will require lane closures on the A264 in both directions with a reduced speed limit of 40mph.
  - This will commence 25<sup>th</sup> January 2021 at 8am.
- Connecting foul sewer servicing from Rusper Road into the Rusper Road/Lemmington Way roundabout.
  - These works will be carried out over two weeks from 25<sup>th</sup> January 2021 from 8am, with working hours between 8am – 7pm, Monday – Friday and 8am – 1pm on Saturday.
  - Traffic management will be required on the roundabout but access will still be possible and the roundabout will not be closed.
- Utilities to cross Rusper Road north and school access works – section one.
  - This work will commence on 25<sup>th</sup> January 2021 until 1<sup>st</sup> April 2021 with working hours between 8am – 7pm, Monday – Friday and 8am – 1pm on Saturday.
  - These works will require traffic management and will include traffic signals or STOP/GO boards at times.
  - Please note that this work on Rusper Road north **will not** be carried out simultaneously with the below work on Rusper Road north ('section two').
- Utilities to cross Rusper Road north – section two.
  - This work will commence on 15<sup>th</sup> February 2021 until 1<sup>st</sup> April 2021 with working hours between 8am – 7pm, Monday – Friday and 8am – 1pm on Saturday.
  - These works will require traffic lights at times.

- Upgrading the utilities on Crawley Road between the Tesco Express roundabout and Spooners Road, along with a closure of Spooners Road. Please note this does not form part of the Rusper Road south closure diversion route.
  - These works are being carried out for a period of eight weeks by Triconnex and involve upgrades to the existing Horsham electrical grid.
  - This work is due to commence on 25<sup>th</sup> January 2021.
  - The first section of these works will be carried out in the footpath of Crawley Road but will require traffic lights later in the programme.
  - Spooners Road will be closed 24 hours per day from 1<sup>st</sup> March 2021 until 2<sup>nd</sup> April 2021 and a short diversion will be in place for this period.
- Utilities upgrades on the west side of Rusper Road, approximately 170 meters north of Littlehaven Station.
  - These works are being carried out for a period of two weeks by Triconnex and involve upgrades to the existing Horsham electrical grid.
  - This work will commence on 18<sup>th</sup> January 2021.
  - It is hoped that the majority of these works will be carried out in the footpath with no impact on traffic flows, except in a small number of cases (such as providing lorry access) where STOP/ GO boards will be used.

Legal & General sincerely apologise for the further disruption this will cause in addition to the Rusper Road south closure, but we hope that carrying this out during lockdown will ease future disruption.

We will be providing regular updates to our mailing lists and to the local Councillors. If you are yet to sign up for our email updates, please do so on our website ([www.landnorthofhorsham.co.uk](http://www.landnorthofhorsham.co.uk)) or contact the team using the details below. We will also be notifying the local emergency services to ensure they are all aware of this traffic management in advance.

We are keen to ensure you have access to a direct channel of communication whilst these works are taking place so please do contact the team using the details below to receive our updates or ask questions. Updates will also be shared on a regular basis on our website, and we will send out further information as required.

Thank you for your patience and understanding whilst these works take place. Please do not hesitate to contact us if you have any questions.

Yours

Community Liaison Team

Land North of Horsham

[community@landnorthofhorsham.co.uk](mailto:community@landnorthofhorsham.co.uk)  
07578 622 578

## **Frequently Asked Questions**

### **Why are we doing these works now?**

Due to the national lockdown, we have worked with West Sussex County Council to take advantage of the reduction in traffic to carry out these works now to minimise the impact on motorists and residents. We have therefore accelerated the works requiring traffic management and prioritised the delivery of services for the school at the same time.

For the work bringing services across the A264, which will connect to the school, we had originally planned to use directional drilling (drilling under the road) to get services from the south of the A264 to the north. This would have involved minimal disruption to the traffic flow. However, in consultation with key stakeholders it has been deemed unsafe to do so due to the size and number of services created and risk of collapse for the A264. It is therefore necessary to route and install the utilities using open excavated trenches in the road, and therefore lane closures are required over a three-week period.

Unfortunately, in some instances we are reliant on statutory utility providers and therefore do not have full control over the dates and times of some work required. However, we have strongly encouraged statutory providers to carry out as much of the work required as possible under the lockdown restrictions to minimise disruption.

## **Why are we working 24 hours per day on the A264?**

As mentioned above, we have had to change the method used to install services from the south to the north of the A264. We have a three-week programme for this work under 24 hour per day conditions to ensure the school is open on time and minimise disruption to motorists.

## **How will working 24 hours per day on the A264 affect residents?**

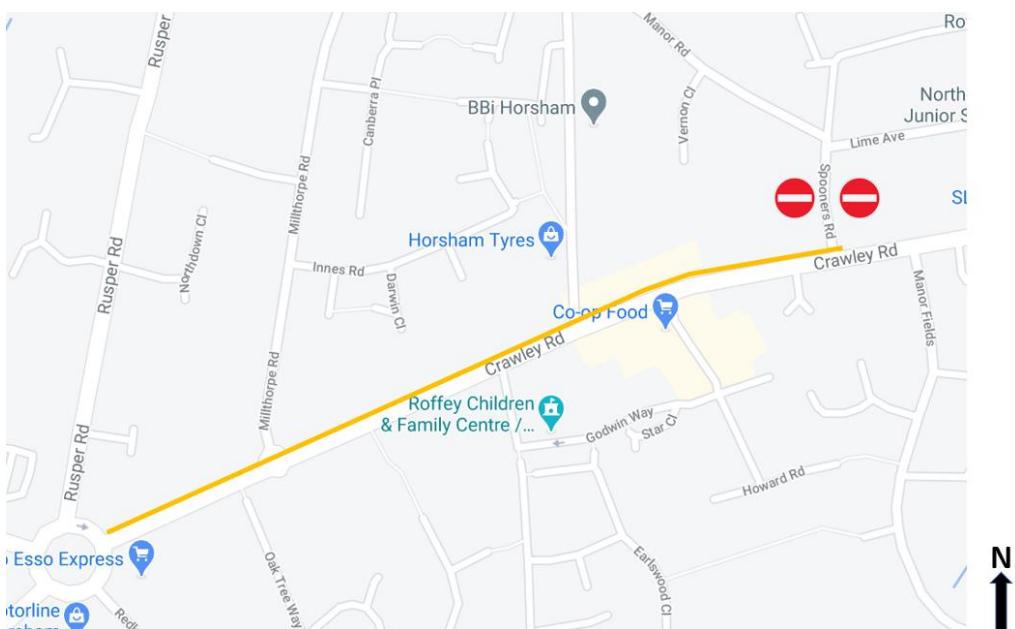
Whilst we cannot guarantee there will be no impact on residents, we are taking a number of measures to reduce this wherever possible. This includes ensuring works such as cutting and breaking through the road surface (which are the loudest activities) are carried out between 8am and 8pm, using fencing with acoustic barriers, and using quieter excavators.

Once the surface of the road has been broken and removed, the noise from excavations should be reduced. Unfortunately, we cannot switch off reversing warning sirens due to health and safety but we will be using a one-way system whenever possible. A reduced speed limit of 40mph will also aid in reducing overall noise from the A264 and improve the safety of NATTA's operatives working in the road.

As the A264 already has existing streetlighting, we will need few additional lights limited to localised low-level lights, plus those on the excavators themselves.

Please note the out of hours number is: 07535 606 289

Upgrading the utilities on Crawley Road between the  
Tesco Express roundabout and Spooners Road



Utilities upgrades on the west side of Rusper Road,  
approximately 170 meters north of Littlehaven Station





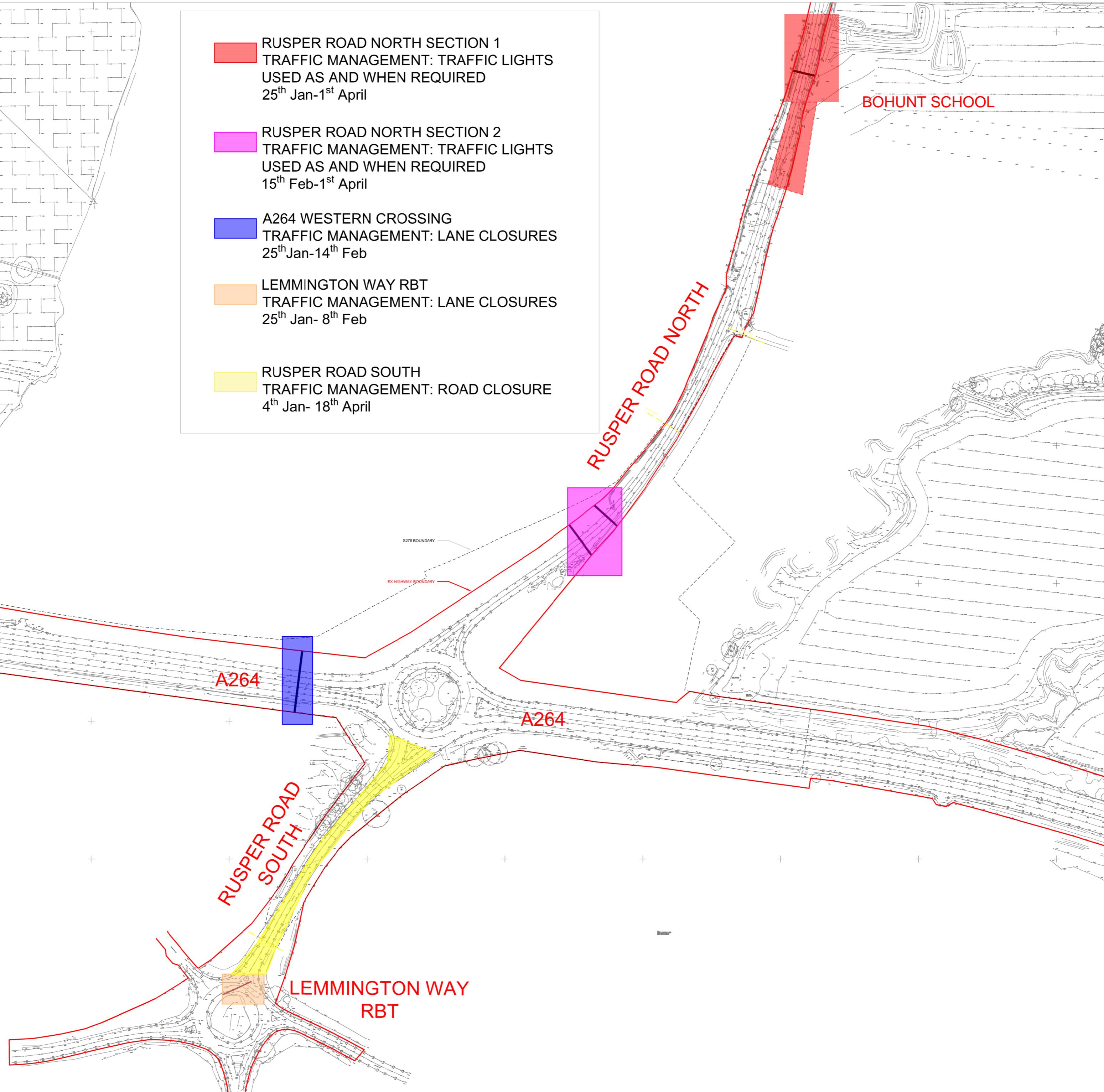
**RUSPER ROAD NORTH SECTION 1**  
**TRAFFIC MANAGEMENT: TRAFFIC LIGHTS**  
**USED AS AND WHEN REQUIRED**  
**25<sup>th</sup> Jan-1<sup>st</sup> April**

**RUSPER ROAD NORTH SECTION 2**  
**TRAFFIC MANAGEMENT: TRAFFIC LIGHTS**  
**USED AS AND WHEN REQUIRED**  
**15<sup>th</sup> Feb-1<sup>st</sup> April**

**A264 WESTERN CROSSING**  
**TRAFFIC MANAGEMENT: LANE CLOSURES**  
**25<sup>th</sup> Jan-14<sup>th</sup> Feb**

**LEMMINGTON WAY RBT**  
**TRAFFIC MANAGEMENT: LANE CLOSURES**  
**25<sup>th</sup> Jan- 8<sup>th</sup> Feb**

**RUSPER ROAD SOUTH**  
**TRAFFIC MANAGEMENT: ROAD CLOSURE**  
**4<sup>th</sup> Jan- 18<sup>th</sup> April**



**NOTES:**

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CLIENT: **Legal & General**  
 PROJECT AND DRAWING TITLE:  
 NORTH HORSHAM HIGHWAY WORKS / UTILITIES FOR NORTH HORSHAM DEVELOPMENT

SCALE: NTS	PAPER SIZE: A2	DATE: 06-01-2021	DRAWN: AG	CHECKED: HR
DRAWING NO: NATTA-C6085-D-000-NEW UTILITIES WORKS				REVISION: 0

# **Annex 4**

**Report to Matt Davey, Director of Highways, Transport and Planning**

**January 2021**

**A24 Robin Hood Junction Improvement – Appointment of Build Contractor**

**Report by Michael Elkington Head of Planning Services**

**Electoral division(s): Broadbridge, Holbrook and Horsham Hurst**

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**Summary**

The A24 Robin Hood Junction Improvement forms part of the West of Horsham Highway Improvement Package. The scheme has been in development since 2016 and has passed through its internal Gateway Stages of preliminary and detailed design.

In July 2020, the Cabinet Member for Highways and Infrastructure approved the commencement of the procurement process and delegated authority to the Director of Highways, Transport and Planning to appoint the services of the build contractor.

A tender for the scheme was published in September 2020 in accordance with County Council Procurement regulations and using a WSCC framework contractor with pre-qualified Contractors.

This decision is to appoint the contractor to construct the scheme.

**Recommendations**

That the Director of Highways, Transport and Planning approves the appointment of Landbuild Ltd for the construction of the A24 Robin Hood Junction Improvement Scheme, as set out in section 2 of the report.

## **Proposal**

### **1 Background and context**

- 1.1 The West of Horsham highway infrastructure package includes four major schemes to support the delivery of the major housing and employment developments to the east and west of the A24. The four schemes are improvements to the following junctions: Farthings Hill Roundabout; Newbridge Roundabout (and C622 off-road shared surface); A24 Robin Hood Roundabout; and A24 Great Daux Roundabout.
- 1.2 The Newbridge Roundabout and Farthings Hill Roundabout schemes were delivered in 2019/2020 by the County Council. This report addresses the delivery of the A24 Robin Hood Junction Improvement.
- 1.3 A [key decision](#) was taken in July 2020 to proceed with the procurement of a Contractor from the WSCC Highways Maintenance Suite of Contracts 2020 Framework Lot 6 ECC NEC4 Option A form for the construction of the A24 Robin Hood Junction Improvement, and the award of contract was delegated to the Director of Highways, Transport and Planning.

### **2 Proposal details**

- 2.1 This is an existing roundabout junction that is to be partially signalised and improved for pedestrian and cycle crossing. Carriageway widening will be required on the A24 approaches to the junction with alterations to the approaches to the junction from Robin Hood Lane and Warnham Road.
- 2.2 The scheme includes widening of highway embankments, reuse and upgrading parts of the existing highway drainage system and introducing some storm water storage / attenuation and water quality treatment. New traffic signals to manage the capacity and movement of traffic on the A24 approaches, the junction circulatory and on the approach from Warnham Road. A new traffic signal crossing will be provided across the A24 Northbound arm and an improved shared surface link between Robin Hood Lane and Warnham Road to the Nature Reserve will be provided where highway width allows. An additional, short, cycle link and crossing has been provided, at the request of Warnham Parish Council, linking the recently upgraded cycle route to Robin Hood Lane travelling west.
- 2.3 The proposed contractor, from the results of the tender process, moderation exercise and procurement review is Landbuild Ltd.
- 2.4 The anticipated construction period is 19 April to 31 August 2021. However, the contractor's tender programme will require review as they had indicated landscape completion works in February and March 2022, so for communications processes 31 March 2022 is recommended to be used as Project Completion.
- 2.5 The contractor's NEC4 Clause 31 Contract Programme will need to be updated and this will be advised to them at the time of appointment. It should be noted that the construction completion date can vary due to unforeseen circumstances or poor weather, and contract management processes require the programme to be kept under constant review and updated on a monthly basis. Strict conditions and processes apply where an extension of time is requested.

Revised completion dates will be updated on the scheme's dedicated webpage and notified to stakeholders through the communications plan contacts.

### **3 Other options considered (and reasons for not proposing)**

3.1 The option not to proceed with the Robin Hood junction improvement scheme would result in the County Council:

- a) failing to deliver the transport improvements agreed at Horsham District Council planning committee for the West of Horsham development and thus having a detrimental impact on the transport network;
- b) being in default of the Section 106 Agreements on funding contributions for the design and construction of these transport improvements and thus may likely require the County Council to repay collected S106 monies;
- c) there will be a delay to the delivery programme if the services of a Build Contractor are not secured at the appropriate time.

### **4 Consultation and engagement**

4.1 Consultation and detailed scheme information and regular updates have taken place during the development of the Robin Hood junction improvement scheme and these included:

- (a) Members – local County member for Broadbridge, Holbrook and Horsham Hurst and District members for Broadbridge Heath and Horsham
- (b) External – officers at Horsham District Council (including land requirements), Broadbridge Heath Parish Council, Warnham Parish Council, Slinfold Parish Council, Itchingfield Parish Council and Trafalgar Neighbourhood Committee
- (c) Internal – Highways & Transport Capital Hub (Hub)
- (d) Public consultation at the time of the planning decisions on the West of Horsham Development.

4.2 A pre-start leaflet has been prepared for local residents and business circulation and a dedicated webpage for the scheme has been operational since summer 2020. A communication strategy has been completed and will include weekly update emails on progress and any planned traffic management changes, in addition to the usual notifications required by the County Street Works Co-ordination and Permits team.

### **5 Finance**

The A24 Robin Hood Scheme is part of the West of Horsham Programme of works. West of Horsham has a total budget approved of £8.579m.

The A24 Robin Hood Scheme is funded through Section 106 agreements for the West of Horsham Development. The scheme budget is currently estimated at £3.765m and is included within the current capital programme and the award of this contract is within the budget set aside for the project.

The tender process was undertaken using the WSCC Highways Frameworks Lot 6 agreed through WSCC Procurement Board as the appropriate procurement route.

The published evaluation criteria for Lot 6 stated that the most economically advantageous tender (MEAT) would be recommended for award of the contract. Scoring was based on the Lot 6 mini competitions process which is weighted as 70% Commercial and 30% Technical – 20% carried forward from the framework quality score + 10% project specific question response.

The tender was evaluated by three subject matter experts drawn from within WSCC Major Projects, its PSC support Contract Manager. In independent review of the tender returns was completed by the WSCC PSC contracted Quantity Surveyor.

Following independent evaluation, the evaluators and their scoring were subject to scrutiny and moderation by an WSCC independent Procurement Officer.

## **6 Risk implications and mitigations**

<b>Risk</b>	<b>Mitigating Action (in place or planned)</b>
Impacts of utilities unforeseen diversions cause delay and additional costs	Utility diversions have been carefully planned and programmed to reduce impacts on the main construction works – advanced works have shown that Utility diversion risk should be low.
Ecology and Landscape impacts and risks	Detailed ecology surveys and landscape impacts (especially trees) have been completed and mitigation is planned as part of the scheme.
Streetworks Permit and Road Space Booking Clashes and Diversion Route Planning	Simultaneous works on the A264 / Rusper Road are planned from January 2021 to September 2021 which could clash with A24 Robin Hood, close co-ordination between the two schemes and with WSCC Streetworks forms part of the project
Construction Issues	The A24 Robin Hood scheme risks have been through detailed design and Gateway 4 review and a number of risks have been reduced through the design process.

## **7 Policy alignment and other matters taken into account**

7.1 The proposed scheme supports the key Corporate Plan objectives of:

- A Prosperous Place

The improvement scheme supports the economy of the area through the reduction in journey times (less congestion) of all users.

- A Strong, Safe and Sustainable place

The improvement scheme assists this objective through the improvement of highway safety that the scheme provides for all users and the additional facilities for pedestrians and cyclists, especially the new signalised crossings linking the new Warnham Public Right of Way with Horsham Town Centre.

### **Legal Implications**

7.2 The A24 Robin Hood Junction Improvement forms part of the West of Horsham planning approval and there is a S106 legal agreement which requires the County, along with Horsham District Council to deliver the improvement to the

highway. Failure to undertake this would be a default of the legal agreement and require repayment of parts of the S106 funding.

### **Equality Duty and human rights assessment**

7.3 An Equality Impact Report has been prepared with consideration that the scheme was agreed at the planning stage and improvements are required. Assessment of users has taken place during the design process, in terms of protected characteristics, including internal feedback from the WSCC Accessibility Group and the inclusion of guard railing to protect visually impaired users on part of the project.

### **Climate Change**

7.4 The A24 Robin Hood Junction Improvement scheme aims to improve and manage the traffic flow on the major road network and to assist in the efficient movement of vehicles, pedestrians and cyclists through the junction. This should aid the reduction in release of harmful gases into the atmosphere through improved efficient of the junction and a reduction in queuing traffic, as well as offering improved connection across the junction for low carbon modes of travel such as pedestrians and cyclists, especially with the introduction of the recent Warnham to Horsham cycle route.

### **Crime and Disorder**

7.5 There are no identifiable Crime and Disorder Act implications.

### **Public Health**

7.6 The improvement in provision of the shared pedestrian and cycle facilities around and across the A24 with the new signalised Toucan crossings will assist to improve the link between the Warnham village cycle route and Horsham town centre and Warnham Nature Reserve; and should encourage users to cross, what is currently, a busy and intimidating highway corridor.

7.7 Improvement in traffic flows and reduced queuing will help contribute to reduced local air quality issues around the junction, as the current area (pre-COVID 19) was quite congested and would have contributed to higher CO2 and NOx emissions.

### **Social Value**

7.8 The tender process, using the WSCC Highways Maintenance Suite of Contracts 2020 Framework Lot 6, includes local Small and Medium Enterprises on the framework with an opportunity to bid for the works. These construction businesses employ construction teams from the local community within the county.

7.9 Improvement to the junction will provide for better, and more predictable, journeys for West Sussex residents and businesses using all modes of travel, especially low carbon modes such as walking and cycling.

Michael Elkington

**Head of Planning Services**

Contact Officer: Stephen Reed, Highways Major Projects, 07900 152645  
[stephen.reed@westsussex.gov.uk](mailto:stephen.reed@westsussex.gov.uk)

## **Appendices**

Appendix A - Outcome of Evaluation and Moderation Exercise

[Appendix A is exempt from publication because it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) (see Part I of Schedule 12A of the Local Government Act 1972).]

## **Background papers**

None