



**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
HELD ON THURSDAY 28th OCTOBER 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/963/21 Public Forum

There were no members of public present.

PET/964/21 Apologies for absence

There were apologies and reasons for absence from Cllr M. Cockerill, Cllr Mrs S. Wilton. Cllr R. Millington gave his apologies which were registered after the meeting.

The apologies for absence were NOTED.

PET/965/21 Declarations of Interest

There were no declarations of interest.

PET/966/21 Minutes

The Minutes of the Committee Meeting held on 23rd September 2021 were agreed and signed by the Chairman as a true record.

PET/967/21 Chairman's Announcements

1. Lists of planning compliance cases received from Horsham District Council (HDC) since 23rd September 2021 has been circulated to members of the Planning Committee.

September 2021 Enforcement Notice statistics and information has been received from HDC and forwarded to the Planning Committee. HDC forward this information onto the Parish Council to make the Parish aware of the workload HDC is currently undertaking in regards to planning enforcement.

2. The meeting with the Wimblehurst Residents Association, West Sussex County Council and Denne Neighbourhood Council, regarding the confusing Heavy Good Vehicle signs around the Novartis site (as reported at the Planning, Environment and Transport Committee Meeting on 23rd September 2021) has been scheduled for 1st November 2021. Cllr R. Turner will be attending this meeting.

3. A Temporary Traffic Regulation Order (TTRO) will commence on 1st November 2021 and will last for 18 months, or until the works are completed. The TTRO is to prohibit drivers from making a right or left turn from Harwood Road into Forest Road. It is anticipated the works will take 5 months to complete.

Members of the committee advised that the official public notification, public road sign notification and the published article in West Sussex County Times regarding the TTRO all differ with one another on what the TTRO is prohibiting.

The Chairman's announcements were NOTED.

PET/968/21 Street Naming in the development north of Horsham

HDC Street Naming has received an application for street naming and number for the development north of Horsham in respect to Phase 1 of the development. This includes 9 new roads.

HDC have produced a detailed 'names for use' list (Annex 1) from the suggestions made by the Parish Council as agreed upon at the Full Council meeting on 4th March 2021. HDC's Street Naming proposed the following names, connected to the castle theme, to add to the list:

- Constable - Official in charge of a castle when the owner is absent.
- Curtain - Connecting wall between towers of a castle
- Concentric - Castles built with rings of stone walls one inside the other
- Loop - Narrow opening in castle wall that was used by archers to fire on attacking soldier

HDC are enquiring whether the Parish Council is agreeable for developers to choose from the names for use list as each phase is completed or for HDC to consult the Parish Council as and when each street naming and numbering application is received.

It was AGREED that the 'Names for use' list, including the additional names added by HDC's Street Naming, be used for naming roads in the north of Horsham development.

It was further RESOVLED to request HDC to continue consulting the Parish Council as and when each street naming and numbering application is received.

PET/969/21 Dog Bin Policy

To review the Dog Bin Policy (See Annex 2 attached to the Clerk's Report).

The Dog Bin Policy was reviewed. It was RESOLVED to make no changes and adopt the Dog Bin Policy.

PET/970/21 Water Neutrality and planning decisions in Horsham District

Natural England have recently written to Horsham District Council (HDC) setting out its concerns in their Position Statement (see Annex 3 attached to the Clerk's Report) about the impact of new development on water

abstraction and the effect this is having on protected habitats.

HDC have sought legal advice as it impacts on development proposals.

The legal advice will also consider any implications for the Local Plan.

In HDC's notification email to the Parish Council, further information regarding the meaning of water neutrality was provided, which has been forwarded to all members of the Parish Council.

HDC's Head of Development and Building Control has provided an update/additional information regarding the planning decision making process and how HDC can continue to consider planning applications:

'I can confirm that we can continue to determine most planning applications for householder development, some very minor schemes and certificates of lawful development under Parts 1 and 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) as we have previously done, as they will not have a significant effect either individually or cumulatively on the Arun Valley sites.

All other types of permitted development, including prior approvals, will likely need to be screened to consider whether they have a significant effect. The applicant may though need to seek approval under Section 77 of the Habitats Regulations to seek to demonstrate the proposal does not have a significant effect. This is because Regulation 75 of the Conservation of Habitats and Species Regulations 2017 imposes a condition on any permission granted by the General Permitted Development Order that is likely to have a significant effect on a European Site, that development must not commence until a developer has received written notification of the approval of the local planning authority under Regulation 77.

We will therefore likely receive a new type of Section 77 application. This will not be subject to public consultation as the key consideration will be any response from Natural England and the Council's ecologist, to ascertain whether the development has a significant effect. These will though be available to view through the Councils weekly list.

We can continue to determine non material amendments and condition discharge applications as we have previously. Amendments to permissions already granted will need to be assessed on a case by case basis depending on the likelihood of implementation of the extant permission and what the changes are.

In the case of all other development, where an increase in water consumption is likely (including reserved matters), we will require the application to be accompanied by a water neutrality statement setting out the strategy for achieving water neutrality within the development. Water neutrality can be achieved by developers building significant water efficiency measures into new development and by providing offsetting measures to reduce water consumption from existing development, so the development becomes water neutral. The statement will need to calculate the water balance and we will be providing some further guidance on what should be included in a water neutrality statement. It is not just a case of providing water efficiencies measures onsite as this will not make the development water neutral.

This also applies to any applications which have a resolution to grant but have yet to be granted. Any applications which have been to committee will

need to return to committee if we are able to continue to recommend approval, after consideration of the water neutrality matter.

If an application cannot demonstrate water neutrality is reasonably achievable this will mean the development will not meet the requirements of Section 63 of the Habitats Regulations, and the application could not be determined positively.

As this is a recent and very significant matter, we will allow time for water neutrality strategies to be produced and submitted where the issue of water neutrality is the only outstanding matter preventing the grant, or recommendation of grant, of planning permission. If a water neutrality statement is received on a current application we will allow for a period of re-consultation for Parish, Neighbourhood Councils and any neighbours to comment. Going forward we will be updating our local list and water neutrality statements will be provided at the point of validation.

At this stage there is no known mitigation for the potential impacts on the Arun Valley sites other than demonstrating water neutrality.

There are some useful background documents on the Waterwise website including 'A Review of Water Neutrality in the UK.' Any proposal in Horsham District will though need to provide locally sourced information.'

Members of the committee were keen to ascertain if other applications related to the development north of Horsham are required to adhere to Water Neutrality. This will be brought forward to the next North of Horsham Parish Liaison Meeting.

The Committee support the need for developments to adhere to necessary requirements to prove they have Water Neutrality. It was RESOLVED to note the information regarding Water Neutrality and planning decisions within the Horsham District.

PET/971/21 Consultations

Traffic Regulation Order (TRO) on Lambs Farm Road – This consultation ends on 11th November 2021.

The TRO is to introduce lengths of prohibition of waiting at all times (double yellow lines) on the northern side of Lambs Farm Road from a point 42 metres east of Morrell Avenue westwards to Farhalls Crescent. For more information see WSCC website: <https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/live-consultations-for-traffic-regulation-orders/horsham-north-live-tro-consultations/>

It was RESOLVED to support the TRO on Lambs Farm Road.

PET/972/21 Planning Appeals

There were no Planning Appeals.

It was RESOLVED to note the information regarding the appeals.

PET/973/21 Planning Applications

Members noted receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 23rd September 2021 and considered each application in turn.

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

PET/974/21 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/975/21 Date of next Meeting

The next meeting is scheduled for Thursday 25th November 2021 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.31pm.

.....Chairman

.....Date

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
28th OCTOBER 2021

DC/21/1462 – amendment	Roffey North
Site Address: 6 Parsonage Road Proposal: Demolition of existing bungalow and erection of 2no. semi-detached dwellings.	NHPC previous comment: Objection. The proposal is out of keeping with the area, does not provide adequate parking and is an overdevelopment of the site.
Parish Council Comment: Objection. The proposal is out of keeping with the area, does not provide adequate parking and is an overdevelopment of the site.	
HDC Decision	

DC/21/1936	Holbrook East
Site Address: 21 Byron Close Proposal: Fell x1 Sycamore, x1 Ash, x1 Maple, x1 Cherry, x1 Elm	
Parish Council Comment: Objection to any felling unless there are clear health issues with the trees and it is agreed by HDC's Tree Officer.	
HDC Decision	

DC/21/1948	Holbrook East
Site Address: 24 Brook Road Proposal: Conversion of integral garage into habitable living space and replacement of garage door with window.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2131	Roffey South
Site Address: 90 Wallis Way Proposal: Surgery to 1x Oak	
Parish Council Comment: No objection subject to HDC's Tree Officer.	
HDC Decision	

DC/21/2132	Holbrook West
Site Address: Quercus Pondtail Drive	
Proposal: Surgery to 1x Oak	
Parish Council Comment: No objection subject to HDC's Tree Officer.	
HDC Decision	

DC/21/2152	Holbrook West
Site Address: 10 Ramsey Close	
Proposal: Conversion of garage into habitable living space and erection of a single storey side extension	
Parish Council Comment: No objection to a garage conversion however, the aesthetic appearance and size of the extension can be improved.	
HDC Decision	

DC/21/2157	Roffey North
Site Address: 88 Farhalls Crescent	
Proposal: Demolition of existing garage and erection of a two-storey side and rear extension.	
Parish Council Comment: Objection due to terracing, out of keeping with the neighbouring area and the overbearing nature of the proposal. The Parish Council agree with the representation given by resident at 90 Farhalls Crescent dated 12 th October 2021.	
HDC Decision	

DC/21/2177	Roffey North
Site Address: 14 Parsonage Road	
Proposal: Erection of a two storey dwelling with associated parking and realigned access.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2183	Holbrook East
Site Address: 50 Shottermill	
Proposal: Erection of a single storey side extension.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2185	Roffey North
Site Address: 5 Downsview Road	
Proposal: Fell X5 small goat willow and Surgery to x1 crab apple	
Parish Council Comment:	
Objection to the felling of the x5 small goat willow trees unless HDC's Tree Officer considered them to be diseased or dangerous.	
No objection to the surgery of the crab apple tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/21/2198	Comptons
Site Address: 14 The Glade	
Proposal: Surgery to x1 Oak	
Parish Council Comment:	
No objection subject to HDC's Tree Officer.	
HDC Decision	

DC/21/2203	Roffey North
Site Address: 6 Reynard Close	
Proposal: Surgery to 2 x Oaks	
Parish Council Comment:	
No objection subject to HDC's Tree Officer.	
HDC Decision	

DC/21/2225	Roffey South
Site Address: 26 The Pines	
Proposal: Demolition of existing conservatory and erection of single storey rear, side and front extensions.	
Parish Council Comment:	
No objection.	
HDC Decision	

DC/21/2234	Roffey North
Site Address: 26 Willow Road	
Proposal: Erection of a two storey side and rear extension with additional dormer extension.	
Parish Council Comment:	
Objection as it will damage the street scene and is aesthetically unattractive.	
HDC Decision	

DC/21/2250	Roffey North
Site Address: 8 Highbirch Close Proposal: T1 Copper Beech crown reduce by 2m general prune to keep maintained within the surrounding	
Parish Council Comment: No objection subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/21/2261	Holbrook West
Site Address: 11 Cottingham Avenue Proposal: Roof extensions to raise ridge, create side barn-ends, front and rear dormers and associated alterations.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2273	Holbrook West
Site Address: 26 Greenfinch Way Proposal: Extension to existing front porch. Erection of single storey side and rear extensions and associated works.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2275	Holbrook West
Site Address: 3 Cavendish Close Proposal: Surgery to x1 Beech	
Parish Council Comment: No objection subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/21/2293	Holbrook East
Site Address: 4 Yarrow Close Proposal: Non Material Amendment to previously approved application DC/21/1041 (Erection of a single storey rear extension) to allow for the garage door to be changed to a front door and side window for disabled access and the installation of a high level opaque fan light.	
Parish Council Comment: No objection.	
HDC Decision	

DC/21/2326	Roffey North
Site Address: 1 Bramber Close	
Proposal: Erection of a first floor front extension over existing balcony and new front porch.	
Parish Council Comment:	
No objection to new front porch. Objection to the erection of the first floor front extension over existing balcony as there are concerns elements of the proposal are out of keeping with the street scene and would like to see improvements to the design.	
HDC Decision	

DC/21/2353	Holbrook East
Site Address: Street Record Lanyon Close	
Proposal: Surgery to x2 Pine and x2 Oak	
Parish Council Comment:	
No objection subject to HDC's Tree Officer.	
HDC Decision	

S106/21/0018	Horsham Rural
Site Address: Land North of Horsham RM Area 7 Old Holbrook	
Proposal: Details pursuant to Schedule 3, Part 2, paragraphs 4-9 (Affordable Housing Delivery Scheme) of the legal agreement (ref DC/16/1677) for Reserved Matters Area 7 within Phase 1 of the North of Horsham development site.	
Parish Council Comment:	
No objection.	
HDC Decision	

S106/21/0019	Horsham Rural
Site Address: Land North of Horsham Phase 1 Old Holbrook	
Proposal: Application pursuant to the s.106 Obligation under ref: DC/16/1677 for the North of Horsham strategic site requiring the submission of a plan specifying the location and layout for the Open Access Ball Court and NEAP for Phase 1.	
Parish Council Comment:	
No objection however, the size of the ball court looks small for its purpose. 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. The provision of the ball court and neighbourhood equipped areas of play (NEAP) should be made available for young and older children at the beginning stage of the development.	
HDC Decision	

Annex 1

NORTH HORSHAM DEVELOPMENT - POSTAL ADDRESS - (Road Name), HORSHAM

Names Suggested by the North Horsham Parish Council

NAMES THAT HAVE ALREADY BEEN USED ON THE NORTH HORSHAM SITE

Road Name Suggestions	Origin of Names	Already Used	Notes
Terminology from Castles - to chime in with the Motte & Bailey mounument.			
Bailey			Bailey Close in Horsham Town area
Barbican			
Bastion			
Buttress			
Crenelation			Difficult to spell
Corbel			
Donjon			Dungeon similar
Drawbridge			
Dungeon			Donjon similar
Fosse			
Garderobe			Gardeners Green in Ruper, Gardeners Walk Close in Warnham, Garden Wak in Horsham, Garden Close in Storrington & Garden Wood Close in West Chiltington
Gatehouse			Gatehouse Mews and Gateford Drive in the Horsham Town area
Keep			
Lancet			
Merlon			Merlin Close in Ifield, Crawley
Moat			Motte similar & The Moat in Pulborough
Motte			Moat similar & The Moat in Pulborough
Oriel			
Palisade			
Parapet			
Portcullis			Portland Yard in Horsham Town area & Portway in Steyning
Rampart			Ramsey Close in Horsham Town area
Solar			
Tower			Tower Hill, Tower Court & Tower Close in Horsham Town area, Tower Road in Faygate / Colgate & Tower Road in Upper Beeding
Trebuchet			Difficult to spell
Turret			Turpitt Court in Horsham Town area

Creatures and Plants or Trees from the environment that aren't already used in the Horsham Town area

Bumblebee

Hare

Hedgehog

Ladybird

Rabbit

Squirrel

Stoat

Wildcat

Woodpecker

Hares Hill Close in Broadbridge Heath

Hedgelands in Billingshurst

Squirrels Copse in Storrington

Wild Orchid Way in Southwater & Wildgoose drive in Horsham Town area

Woodpeckers in Southwater and in Billingshurst

Anemone

Balsam

Borage

Burdock

Buttercup

Campion

Chestnut

Buttermere Close in Horsham Town area & Buttercup Way in Southwater

Campion Road in Horsham Town area

Chestnut Gardens & Chestnut Court in Horsham Town area, Chestnut Road in Billingshurst and Chestnut Drive & Chestnut Walk in Pulborough in Thakeham

Dahlia

Daisy

Elder

Foxglove

Geranium

Hellebore

Houndstooth

Hydrangea

Juniper

Lovage

Marigold

Elgar Way in Horsham Town area

Foxglove Avenue in Horsham Town area

Meadowsweet

Meadowgate, Meadow Close in Horsham Town area and Billingshurst, Meadvale in Horsham Town area & Meadow Farm Lane in Horsham Town area, Meadowside in Storrington and Meadow Drive in Henfield

Parsley

Parsonage Road & Parsons Walk in Horsham Town area

Pimpernel

Poplar
Ragwort
Sage
Snowdrop
Spearmint
Spindle
Tansy
Thyme
Vetch
Violett
Walnut

The Poplars in Horsham Town area & Poplar Court in Faygate and Pulborough

Willowherb

Spear Hill in Ashington

Tansy Mead in Storrington

Walnut Court and the Walnuts in Horsham Town area

Willow Road in Horsham Toewn area, Willowmead & Willow House in Southwater, Willow Street in Faygate, Willow Place in Barns Green, Willow Close in Steyning & Storrington, Willow Drive in Billingsurst and Willow Way in Ashington

Butterfy names that aren't already used in the Horsham Town area

Brimstone
Emperor
Fritillary
Hairstreak
Monarch
Peacock
Skipper
Tortoiseshell

Difficult to spell

Peacocks Lane in Thakeham

Namers that have already used in the Horsham Town or Southwater area

Blackthorn
Bluebell
Cornflower
Cowslip
Hawthorn
Hornet
Mallow
Poppy
Primrose
Sorrel
Thistle

Blackthorn Close in Horsham Town area
Bluebell Close in Horsham Town area
Cornflower Way in Southwater
Cowslip Cvlose in Southwater
Hawthorn Close in Horsham Town area
The Hornets in Horsham Town area
Mallow Close in Horsham Town area
Poppy Close in Southwater
Primrose Copse in Horsham Town area
Sorrel Road in Horsham Town area
Thistle Way in Southwater

Annex 2



NORTH HORSHAM PARISH COUNCIL

DOG BIN POLICY

In view of the capital outlay and ongoing maintenance costs it is the Policy of North Horsham Parish Council not to supply or install dog bins on land that does not belong to them.

22nd August 2019

Review date: August 2021.

Annex 3

Natural England's Position Statement for Applications within the Sussex North Water Supply Zone

September 2021 – Interim Approach

Please take the following as Natural England's substantive advice for all applications which fall within Sussex North's Water Supply Zone.

Sussex North Water Supply Zone

Arun Valley SPA, SAC and Ramsar Site- Sussex North Water Supply Zone

The Sussex North Water Supply Zone includes supplies from a groundwater abstraction which cannot, with certainty, conclude no adverse effect on the integrity of;

- Arun Valley Special Area Conservation (SAC)
- Arun Valley Special Protection Area (SPA)
- Arun Valley Ramsar Site.

As it cannot be concluded that the existing abstraction within Sussex North Water Supply Zone is not having an impact on the Arun Valley site, we advise that developments within this zone must not add to this impact. This is required by recent caselaw, [Case C-323/17 People overwind and Sweetman. Ruling of CJEU](#) (often referred to as sweetman II) and Coöperatie Mobilisation for the Environment and Vereniging Leefmilieu Case C-293/17 (often referred to as the Dutch Nitrogen cases).

Between them these cases require Plans and Projects affecting sites where an existing adverse effect is known (i.e. the site is failing its conservation objectives), to demonstrate certainty that they will not contribute further to the existing adverse effect or go through to the latter stages of the Regulations (no alternatives IROPI etc).

Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality.

In addition, the Gatwick Sub regional Water Cycle Study concluded that water neutrality is required for Sussex North to enable sufficient water to be available to the region.

The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

Strategic approach

Natural England has advised that this matter should be resolved in partnership through Local Plans across the affected authorities, where policy and assessment can be agreed and secured to ensure water use is offset for all new developments within Sussex North. To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy.

Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality. We have provided the following agreed interim approach for demonstrating water neutrality;

Minimising water use of new builds.

- Complete a water budget (based on occupancy)
- All new builds to demonstrate that they can achieve strict water targets (e.g., 85L/pp/day*)
This can be achieved by measures such as:
 - Grey water recycling (advantage of being reliable in hot dry weather);
 - Rainwater harvesting;
 - Water efficient fixings (such as shower aerators) to demonstrably reduce demand-this would need to be suitably certain.

In addition, water offsetting is required

- One way to achieve this is retrofitting of council owned properties/commercial buildings-located within Sussex North. Examples include:
 - Grey water recycling- (for example there are clear opportunities for commercial properties).
 - Rainwater harvesting of commercial settings;
 - Installation of water reduction fittings in Council-owned buildings.

These measures need to be implemented until such time as a more sustainable water supply has been secured.

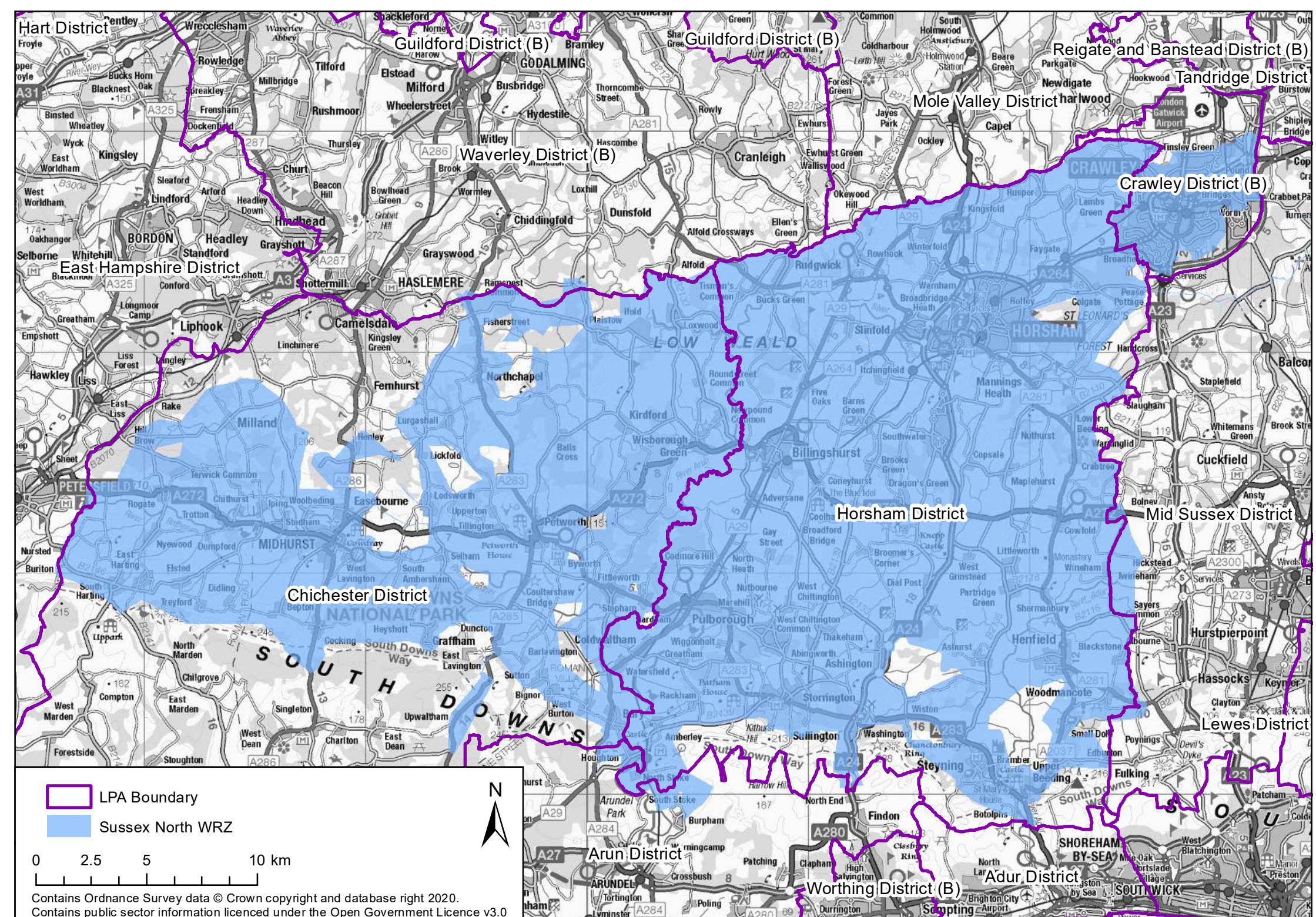
It will also need to be ensured that measures are not already proposed (for example in Southern Water's Management Plan) to avoid double-counting.

Any mitigation must be suitably certain in order to comply with the Habitats Regulations and Caselaw.

If the application cannot demonstrate, through an appropriate assessment, the required water neutrality, we advise that it is either revised to achieve this in line with the above or awaits completion of the strategic approach.

The securing of water neutrality is a matter which needs to be resolved at a strategic level and Natural England is working with the relevant authorities and the water company to achieve this. In light of this, Natural England will not be engaging with individual planning applications whilst the strategy is evolving.

*This is the reasonably achievable figure with the above measures based on the early data from the strategic solution and may be subject to change as the strategic solution evolves.



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