



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 23RD MAY 2024 AT 7.30pm

Present: Cllr. J. Davidson (Vice Chairman), Cllr. Mrs G. Davidson-Fernandez, Cllr. Mrs R. Ginn*, Cllr Mrs J. Gough, Cllr. R. Knight*, Cllr. T. Rickett BEM, Cllr. D. Searle, Cllr. S. Torn*, Cllr. R. Turner (Chairman), Cllr. Mrs S. Wilton (*denotes absence)

In attendance: Kirsty Tickner - Committee Clerk

PET/001/24 To elect a Chairman

After being nominated by Cllr. D. Searle and seconded by Cllr. Mrs S. Wilton, Cllr R. Turner was elected Chairman of the Committee.

PET/002/24 To elect a Vice Chairman

After being nominated by Cllr. Mrs S. Wilton and seconded by Cllr. D. Searle, Cllr. J Davidson was elected Vice Chairman of the Committee.

PET/003/24 Public Forum

There was one member of the public present.

Representation was made by one member of the public in relation to Agenda item 8 regarding the Footpath between Treadcroft Drive and Bluebell Close and asked for the help of the Parish council in obtaining an upgrade to the footpath and for it to be maintained and have suitable signage.

PET/004/24 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllr. Mrs R Ginn, Cllr. R. Knight and Cllr. S Torn.

PET/005/24 Declarations of Interest

There was no declaration of interest declared.

PET/006/24 Minutes

The Minutes of the Committee Meeting held on 25th April 2024 were **AGREED** and signed by the Chairman as a true record.

PET/007/24 To Vary the Order of Business

In accordance with SO 10 (a) (vi), Members **AGREED** to vary the order of business and take Agenda item 8 next.

PET/008/24 Footpath between Treadcroft Drive and Bluebell Close

Members were made aware that at the Annual Parish meeting, held on Monday 22nd April 2024, two residents addressed the meeting asking for the

Council's support and assistance in getting a footpath, that runs from Treadcroft Drive to Bluebell Close (Chennells Way), improved. The Clerk received an email with a summary of the sequence of events undertaken by the residents, which was circulate to Members by email, and the following comments:

The footpath provides access across the railway line, via two stiles, to the local amenities (shops, pharmacy, schools etc) on both sides of the track as well as green spaces. The surface of the footpath is predominately mud with a small amount of hard surfacing at the Treadcroft Drive entrance, which appears to be an existing path.

The issue is that the footpath becomes extremely wet and muddy during the winter / wet months, making it effectively unusable, unless wearing wellington boots, which are obviously impractical, depending on a walker's destination. In any event, when wearing wellington boots, I have found the surface to be very slippery.

The footpath is also attracting anti-social behaviour, more so during the drier months that includes loud music, apparent drug activity, drinking and littering. This affects the residents that live close by and users of the footpath, who may feel intimidated.

I have been in contact with Cllr Jay Mercer, Cllr Belinda Walters and Neil Hughes from Network Rail regarding this matter and attach a document that gives an outline of events that have taken place, together with a few photos of the footpath.

My desire is to have a safe footpath that is able to be safely used all year round by the community, which would in turn encourage more people to walk to local amenities rather than use a vehicle.

Members discussed the issues regarding the footpath raised by the residents and from the member of the public who attended the Public Forum and from the recent visit to the footpath made by Cllr. R. Turner. Members noted the comments from the resident and **AGREED** that there is a need for the footpath to have an upgrade and be maintained. Members **AGREED** for us to contact WSCC and Network Rail to express our view of the state of the footpath and seek a solution. Members also **AGREED** that it would be helpful if there was a petition from local residents who use the footpath and the resident in attendance agreed to take this on.

PET/009/24

Greenprint Project

Steve Hill from West Sussex County Council (WSCC) contacted the Clerk about the Greenprint Project, back in March. The project has received funding from the DfT 'Live Labs' funding stream for an innovative project which is an experimental carbon reduction project that aims to reduce carbon by changing the way road verges are managed. One of the benefits of Greenprint will hopefully be an increase in biodiversity on local road verges, for example the project will be lining up with Wilder Horsham and the Weald to Waves initiative. The central Horsham area has been selected as there are plenty of large urban road verges, and that includes part of the North Horsham parish. More

information can be found within The Greenprint Project media release which is attached as **Appendix 1**. Steve Hill gave a talk to Members at this meeting.

Members discussed the project and asked questions of Steve Hill regarding residents cutting verges themselves outside their own homes, hazardous growth of grass by junctions, Parish Council maintained grassland, source of funding after the three years, and the name of the company who cuts the grass. Members **AGREED** that they welcome this project and are interested in the outcome of the experiment. Members also **AGREED** that it could be useful for Steve Hill to talk at a future Property Committee to see if our own Parish Council maintained grassland cutting cycle needs to be reviewed in line with the project.

PET/010/24 Chairman's Announcements

- i. Members were asked to note that the following compliance complaints have been received since the last meeting within the North Horsham Parish.

Ref: EN/24/0162

103 Heath Way, Horsham, West Sussex, RH12 5XQ.

Alleged breach: Erection of perspex-type extension across entire garden without planning for use in carpentry business.

Ref: EN/24/0196

45 Earles Meadow Horsham West Sussex RH12 4HR

Alleged breach: Use of entire property as Air BNB rental

- ii. Members are reminded of a Chairman's Announcement raised at the PET meeting on 25th January 2024. This can be found on the minutes for that meeting as number PET/097/24/vii. The announcement was regarding a compliance complaint raised by the Parish Council on behalf of a resident, for the Annexe Rear of 33 Millthorpe Road, Horsham, RH12 4ER - EN/24/0022. The last we heard was that HDC wouldn't be actively taking further at that time. HDC have since updated the Clerk that they are now closing the case as they are happy that it is not being used as a dwelling.
- iii. A local, young resident contacted the Parish Council with concerns about the safety of crossing North Heath Lane and asks for the Council's support in having a crossing installed opposite St Mark's Church. Following liaison with the Chairman of the Council and the Chairman of this Committee, the Clerk will be responding to the resident and also seeking a site visit with Cllr Andrew Baldwin, before the matter is placed on a future Agenda for this Committee to discuss.
- iv. WSCC advised that they have opened a consultation on a proposal to install Electric Vehicle Charging Points in Manor Road in the Parish. The consultation will be online and runs through to 21st June 2024. A copy of the email and the flyer was circulated on the weekly correspondence list issued on Wednesday 22nd May 2024, and is also publicised on the Parish Council website and

Facebook page. Members were informed that if the Council wish to submit their own response it would have to be undertaken under delegated authority as it arrived too late for the Agenda.

- v. Notification was received, regarding Gatwick Airport North Runway Examination, of an issue Specific Hearing 8 which will be held on Tuesday 18th & Wednesday 19th June 2024, at 10:00am. The Hearing will focus on Environmental Matters including, but not limited to, Good Design, Surface Access Commitments, Car Parking, Noise and the draft Development Consent Order. If anyone wishes to view the livestream on behalf of the Council, the Clerk should be notified and a link provided.
- vi. The recent LGA Bulletin of 21st May, included notification that new Planning Rules have come into affect regarding the redevelopment of farm buildings. Permitted development rights provide more freedoms to develop without applying for planning permission. From 21st May, the government is extending these rights to give farmers greater freedoms to diversify and convert agricultural buildings to commercial uses, as well as up to 10 homes, without needing to submit a planning application. These rules are subject to space and natural light conditions, to ensure homes are suitable.
- vii. The Parish office was notified on Thursday 23rd May of amended plans for application DC/24/0597 for 34 Furze Field Road, with the deadline for comments being 14 days. As this will be before the next meeting of the Committee, and as it was too late for discussion on the meeting's Agenda, the matter will need to be dealt with under the Delegated Authority process. When the Committee previously considered the application on the 25th April 2024, No Objection was offered.

Members were therefore asked to email the Clerk by Friday 31st May if they have anything to add or change to this previous comment, so that any agreed response can be submitted to HDC before the deadline of 6th June 2024.

- viii. The Chairman made Members aware of the consultation for Kingsmead Care Centre on Crawley Road, featuring a drop-in session, that was held on the same day of the meeting and how the Developers are keen to do a presentation to Full Council at a suitable time.

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

PET/011/24 Planning Appeals

Members **NOTED** that there were no Planning Appeals.

PET/012/24 Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 25th April 2024 and considered each application in turn.

Following discussion of the applications, Members **RESOLVED** to submit the comments as detailed in **Appendix 1** to these Minutes.

PET/013/24

Planning Decisions

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee, which were **NOTED**. Members asked for it to be **NOTED** that in relation to the withdrawal of application DC/24/0314, they are concerned about the newly installed gate at the property.

PET/014/24

North of Horsham Parish Liaison Group

Members were asked to receive the Notes of the Liaison Group Meeting held on 19th April 2024 and available on the Parish Council website using the following link: <https://northhorsham-pc.gov.uk/north-of-horsham-development-parish-liaison-meetings/>

Since the meeting, HDC Cllr Nigel Emery (Holbrook West ward) contacted the Clerk to ask for invites to this meeting to be extended to other HDC Councillors of nearby wards. The Clerk advised Cllr Emery that the Council would need to decide on this as the Liaison Group, and therefore its membership, had been set by the Parish Council, with the invitees being the HDC and WSCC Councillors of the wards within which Mowbray (as it is now known) sits. It was noted that the ward boundaries have been changed since this Liaison Group was originally formed and as a result, the whole Mowbray area now comes entirely under the HDC wards of Rusper and Colgate.

Members **NOTED** that the notes of the North of Horsham Parish Liaison Group are published on the Parish Council website to be read. Members discussed the boundaries and are comfortable with the four Ward representatives from HDC and feel the Liaison Group is large enough.

PET/015/24

Traffic Regulation Order (TRO) Consultation - Coltsfoot Drive

Permission has been granted to advertise a proposed Traffic Order, the effect of which will be to introduce lengths of prohibition of waiting at all times (double yellow lines) on both sides of Coltsfoot Drive from a point west of the junction with Campion Road to a point east of the junction with Trefoil Close and, in Campion Road and Trefoil Close at the junctions with Coltsfoot Drive. The consultation ends on 7 June 2024. Please see West Sussex County Council notification attached as **Appendix 4**. Members **AGREED** that they support the TRO and welcome the proposal.

PET/016/24

Date of next Meeting

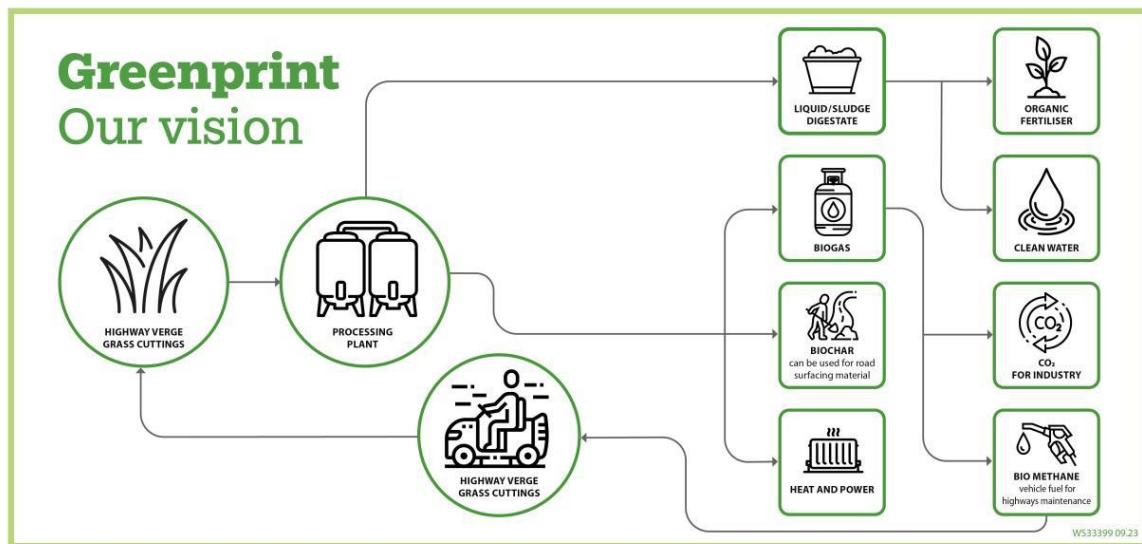
The next meeting is scheduled for Thursday 27th June 2024 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.35pm.

.....Chairman

.....Date

Cutting-edge project grows with grass collection trials in parts of West Sussex



An exciting new project called 'Greenprint' is underway in parts of West Sussex to explore innovative uses for our highway grass cuttings this growing season.

The project is part of '[ADEPT Live Labs 2: Decarbonising Local Roads in the UK](#)', which is a three-year, UK-wide, £30million programme funded by the Department for Transport (DfT).

Live Labs 2 includes seven projects, grouped by four interconnected themes, led by local authorities working alongside commercial and academic partners. Each project is testing new solutions to decarbonise construction and maintenance across the whole life cycle of the local highway network.

West Sussex County Council worked in partnership with South Gloucestershire Council and, jointly, they secured a total of £3.7million to run the pioneering Greenprint project.

Starting this month, and building on last year's planning and testing activities, West Sussex highway teams will be trialling new 'cut and collect' verge maintenance routines in Horsham, Aldwick, Bersted and Pagham. We currently cut these verges five times a year but leave the cuttings on the ground. This allows the nutrients to go back into the soil, encouraging grass growth. By removing the cuttings this season, we expect to reduce the soil's fertility, slowing grass growth and enabling a wider variety of plant life and pollinators to thrive.

Slowing the grass's growth also reduces the need for future cuts, which enables us to investigate potential carbon savings in our maintenance programme as part of the trial. Increasing the variety of plants growing in grass verges between cuts should also increase the capture and storage of carbon in the soil below, adding to climate benefits.

In Horsham, we will be trialling four cut and collects this growing season and in Aldwick, Bersted and Pagham the grass will be cut and collected five times. This slight difference between the town and the three parishes will enable the county council to compare the two maintenance regimes and their respective benefits. We will also be measuring the yield of

cuttings and then working with the University of Nottingham, Invica Industries and Ricardo to explore ways in which the cuttings can be used in the production of biochar. Biochar is produced from a heating process and is a carbon-rich, charcoal-like material, which could be used in the production of road surfacing materials.

International conservation charity '[Plantlife](#)' has been carrying out baseline surveys at six of our verges in Horsham and six rural verges around the county, to allow us to accurately measure the effects of collecting cuttings on the soil and wildflower diversity at these selected sites. Please see our Greenprint web page www.westsussex.gov.uk/greenprint for monitoring site locations.

Mark Schofield, Road Verges Advisor with Plantlife, said: "We are huge advocates for the kind of joined-up thinking behind this project. Removal of cuttings reduces the soil's fertility, which slows grass growth and enables a wider variety of plants and pollinators to thrive. It also means that the grass's growth height is reduced, leading to a safer roadside that can be cheaper to maintain. Successes here could be multiplied up across Britain's 260,000 hectares of verge along 400,000km of road network, with the potential to transform our roadsides into vital wildlife corridors."

Joy Dennis, the county council's Cabinet Member for Highways and Transport, said: "It's great to see our Greenprint project get underway this growing season. I'm keen to see the results of these trials, which are another good example of how we are constantly looking at ways to decarbonise our operations in our quest to become [carbon neutral by 2030](#) – one of our key priorities.

"These may seem relatively small-scale, experimental steps, but they could be vital in informing the way forward for this innovative project."

Residents may notice a change in the appearance of the verges due to the changes we're trialling. Feedback from residents and other local stakeholders are welcome and will form part of the trial. Please email any comments to active.communities@westsussex.gov.uk with 'Greenprint' as the subject, or write to us at Greenprint Project, Highways and Transport, West Sussex County Council, County Hall, West Street, Chichester PO19 1RQ. Please include the verge's location.

Greenprint's funding

The Greenprint project has been funded by the DfT through the Association of Directors of Environment, Economy, Planning and Transport's (ADEPT's) [Live Labs 2](#) innovation programme. ADEPT represents local authority county, unitary and metropolitan directors across England. The programme is overseen by an independent Commissioning Board, which includes the Department for Transport and other experts from across the public and private sectors. Greenprint was awarded approximately £3.7million from Live Labs 2 to examine how changing the way we manage grass verges can provide a source of materials and fuels to decarbonise highway operations, as well as supporting other benefits, such as increasing biodiversity and resilience to the changing climate. It is a joint project, working with [South Gloucestershire Council](#) and other partners, and is at the heart of both councils' innovation and sustainability programmes.

Appendix 2

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
23rd MAY 2024

DC/24/0698	HOLBROOK EAST
Site Address: 51 Bartholomew Way, Horsham, RH12 5JL Proposal: Conversion of existing double garage into garage, gym, and office space, including addition of a flat roof side dormer to the main roof.	
Parish Council Comment 23/05/2024: No objection.	
HDC Decision	
DC/24/0627	ROFFEY NORTH
Site Address: 5 Coppice Road, Horsham, RH12 4JP. Proposal: Surgery x1 Oak.	
Parish Council Comment 23/05/2024: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	
DC/24/0596	ROFFEY SOUTH
Site Address: 7 Rutherford Way, Horsham, RH12 4GD. Proposal: Fell Group of hollies, Surgery x1 Oak.	
Parish Council Comment 23/05/2024: No objection subject to the comments of HDC's Tree Officer. The Committee requests that if feasible, the felled trees be replaced with an appropriate native species in a suitable nearby location.	
HDC Decision	
DC/24/0632	ROFFEY NORTH
Site Address: 53 Farhalls Crescent, Horsham, RH12 4BT. Proposal: Erection of a first floor side extension above garage, a single storey rear extension with flat roof, and re-cladding of front and rear first floor external walls.	
Parish Council Comment 23/05/2024: No objection.	
HDC Decision	

DC/24/0677	HOLBROOK EAST
Site Address: 8 Sloughbrook Close, Horsham, RH12 5JD. Proposal: Erection of a detached outbuilding to the rear of the garden.	
Parish Council Comment 23/05/2024: No objection.	
HDC Decision	

DC/24/0641	ROFFEY SOUTH
Site Address: 63- 97 South Holmes Road, Horsham, RH13 6HN. Proposal: Replacement of the existing timber casement windows/doors to uPVC casement windows.	
Parish Council Comment 23/05/2024: No objection.	
HDC Decision	

DC/24/0707	ROFFEY NORTH
Site Address: Street Record, Crawley Road, Eastbound, North Horsham. Proposal: Fell x1 Ash, Remove deadwood x3 Oak.	
Parish Council Comment 23/05/2024: No objection subject to the comments of HDC's Tree Officer. The Committee requests that if feasible, the felled tree be replaced with an appropriate native species within a suitable nearby location.	
HDC Decision	

DC/24/0740	HOLBROOK EAST
Site Address: Street Record, Uppark Gardens, Horsham, RH12 5JN. Proposal: Fell x1 Oak.	
Parish Council Comment 23/05/2024: No objection subject to the comments of HDC's Tree Officer. The Committee requests that if feasible, the felled tree be replaced with an appropriate native species within a suitable nearby location.	
HDC Decision	

DC/24/0751	HOLBROOK EAST
Site Address: Cedar House, 8A Gateford Drive, Horsham, RH12 5FW. Proposal: Surgery x1 Cedar.	
Parish Council Comment 23/05/2024: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	