

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 18TH JULY 2024 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA
Numbers relate to those on the Agenda.**

1. Public Forum

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

3. Declaration of Interests

Members are advised to consider the Agenda for the meeting and determine in advance if they may have a **Personal, Disclosable Pecuniary or Other Registrable Interest** in any of the Agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the Agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber, unless they have received a dispensation.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

Decision: To receive any Declarations of Interest from Members of the Committee.

5. Chairman's Announcements

- i. Members are asked to note that no compliance complaints have been received since the last meeting within the North Horsham Parish.
- ii. Following the recent change in Government and forthcoming changes to the planning system, Mulberry LAS have extended their planning training programme. Run by Steve Tilbury BA(Hons) MSc Assoc RTPI of Steve Tilbury Consulting Ltd., these training sessions offer an in-depth overview of the planning system and any forthcoming changes. The 2 ½ hour sessions are in the evenings and run online via Zoom with four dates offered; 16th, 23rd September and 9th and 22nd October. Full details of this and other training offered by Mulberry, have been circulated to all Members as part of the correspondence email on Wednesday 10th July. Anyone wishing to attend should contact the Clerk who will make the necessary bookings.

6. Planning Appeals

HDC recently advised that an Appeal has been allowed in relation to DC/23/0785 – 264A Crawley Road, Horsham, RH12 4HG. The appeal was against the refusal of planning permission for change of use of the vacant car showroom (sui generis) to retail unit (Class E(a)) with extensions to the ground floor and associated parking. The appeal is allowed, and planning permission is granted for change of use of the vacant car showroom (sui generis) to retail unit (Class E(a)) with extensions to the ground floor and associated parking at Horsham Car Centre, Roffey Corner, Crawley Road, Horsham, RH12 4HG, in accordance with the terms of the application, Ref DC/22/0785, subject to conditions. An application for costs was made by the Appellant against the Council. This application is the subject of a separate decision of the application for costs is partially allowed. This application was considered under the Parish Council Scheme of Delegation on 26th May 2022 with a comment submitted of “No Objection”, and on the 21st September 2022 with a comment submitted of “No change to previous comment”, and on the 24th November 2022 with a comment submitted of “No change to previous comment”.

HDC recently advised that an Appeal has been allowed in relation to DC/23/1725 - 264A Crawley Road, Horsham, RH12 4HG, for the Removal of Condition 9 of previously approved application DC/22/1812 (Change of use of the vacant car showroom (sui generis) to retail unit (Class E(a))) relating to Personal Permission. The appeal is allowed, and planning permission is granted for change of use of vacant car showroom (sui generis) to retail unit (Class E(a)) at 264A Crawley Road, Horsham, RH12 4HG, in accordance with the application Ref DC/23/1725, without compliance with condition number 9 previously imposed on planning permission Ref DC/22/1812, dated 16 June 2023 and subject to conditions. This application was considered under the Parish Council Scheme of Delegation on the 21st September 2023 with a comment submitted of “No Objection”. The application DC/22/1812 was considered by the Parish Council on the 24th November 2022 with a comment submitted of “No Objection”, and on the 26th January 2023 with a comment submitted of “*No Objection and NHPC support the Stage 1 Road Safety Audit*”.

Decision: To note the Appeals determined since the last meeting.

7. Planning Applications

The current list of Planning Applications for comment is attached as **Appendix 1**.

Decision: To consider Planning Applications received since 27th June 2024.

8. Planning Decisions

The current list of Planning Decisions by HDC is attached as **Appendix 2**.

Decision: To note the Schedule of Planning Decisions made by Horsham District Council since the last meeting in respect of previous applications.

9. Footpath between Treadcroft Drive and Bluebell Close

We previously had the footpath on the Agenda for the PET meeting on the 22nd May 2024, after a resident contacted the Parish Clerk after attending the Annual meeting of Electors of the Parish on Monday 22nd April 2024. They asked for the Council's support and assistance in getting the footpath, that runs from Treadcroft Drive to Bluebell Close (Chennells Way), improved.

As per the AGREED action, on Friday 14th June 2024, the Committee Clerk contacted WSCC about the footpath, using their online form and sent them a report with what Members have asked for, and all the information collected via the resident who attended the Public Forum of the meeting, including responses from a mail drop. The information was also sent to Councillors Jay Mercer and Belinda Walters and the Network Rail Level Crossing Manager Sussex inner, Neil Hughes. On Monday 17th June 2024, WSCC emailed the Committee Clerk with an assigned case reference number and said they would be in contact within 10 working days. On Tuesday 25th June 2024, a member of the WSCC Highways team emailed with the following response:

Thank you for your report. I am aware of the condition of the footpath here, with only the first section from Treadcroft Drive being tarmacked and the rest being unmade. This footpath is a public right of way and the only maintenance currently carried out on unmade sections of public rights of way are obstructions and anything dangerous.

There is an avenue you can explore to request that this is improved and made into a proper tarmacked footpath, you can do this through our community highways schemes. All the information on this and how to apply can be found on the link below: <https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme/>.

On Thursday 13th June 2024, the Parish Clerk contacted the local PCSO and let them know of us being made aware by a resident of the issues with the footpath and the crossing, and of the ASB in the area, including drugs, drink and loud music and that the Police are aware of the situation. The PCSO responded and let the Clerk know that they were made aware of this once by a resident in late 2023, and that they will add the area to their patrols.

At the previous PET meeting on the 27th June 2024, Councillor Ray Turner made a Chairman's Announcement regarding the footpath, and updated Members of when meeting with Neil Hughes, from Network Rail, and the resident who attended the Public Forum of the meeting in May, at the crossing on Monday 24th June 2024. Councillors Jay Mercer and Belinda Walters were asked if they would be able to attend when contacted on Friday 14th June 2024. At the meeting at the crossing, discussion was had on the stiles and how some parents with pushchairs and cyclists are unable to cross due to the stiles, how replacing stiles with gates could be expensive if they need to be controlled for safety, how youths have been seen to assemble on the south side of the crossing and evidence of possible drug activity, the maximum speed of the trains from Crawley being 70 mph (probably about 40mph in practice), and from Horsham being 85mph (accelerating from station but unlikely to be that fast), and how the crossing is poorly lit. They also discussed how most of the footpath (public right of way) is not surfaced and how they would need evidence of an increase in people using the crossing, and how an application for a Community Highway scheme may need to be made, suggested by a response from WSCC Highways on Tuesday 25th June 2024.

On Monday 1st July 2024, the resident in contact with the Committee Clerk, let us know that they submitted an application under the Community Highways Scheme, as suggested in the emails from Councillor Jay Mercer and Liam Nally from WSCC

Highways. They also told us of a vehicle break in within the area and were concerned about the footpath being used for criminal activity as well as anti-social behaviour and said the crime was reported. They asked if we were in contact with the community police and were informed that our Parish Clerk liaises with the local PCSO and had done recently in June.

Decision: To discuss the issues with the footpath and decide on the best way forward.

10. Gatwick Airport Northern Runway Project

The Parish Council has been notified, as an Interested Party, of further Hearings as part of the Examination process which will take place in July and August and relate to Compulsory Acquisition and Environmental Issues. A copy of the email has been circulated to all Members on the weekly correspondence list issued 3rd July 2024 and Members are therefore asked to note receipt of the notification, and agree any further action, including any attendance at the Hearings (remotely).

Decision: To note the receipt of notification of further Examination Hearings and agree any action.

11. CPRE SEWAGE SURVEY

At the Full Council Meeting on the 4th July 2024, CPRE Sewage Survey was on the Correspondence list. CPRE Sussex, the countryside charity for East and West Sussex and Brighton & Hove, is launching a new campaign on the impact of development pressures on our overloaded sewerage system. Their new campaign calls on Local Planning Authorities in our area to make adequate sewerage infrastructure a prerequisite to development; no sewer upgrade, no development or occupation of new homes. They are inviting all Parish and Town Councils within Sussex to respond to their survey to help them paint a powerful picture of the experience on the ground of sewage spills, over capacity water treatment works, and inadequate infrastructure investment. The results from the survey will help to build the case for Local Planning Authorities to consistently use pre-commencement (Grampian) conditions in the planning process, stipulating that sewerage upgrades precede development. You can read much more about the campaign and what they are hoping to achieve at <https://www.cpresussex.org.uk/news/sewage-new-infrastructure-is-needed-before-developments-are-built/>

Members at the Full Council meeting **AGREED** for this item to go on the PET Agenda so they could respond via the survey.

Members are asked to complete the survey found as **Appendix 3** in advance of the meeting and send it to the Committee Clerk by the end of **Monday 15th July**. The Chairman will go through the survey with Members at the meeting to ensure we have one agreed answer for each question.

Decision: To agree responses to the CPRE Sewage Survey based on comments submitted in advance by Members.

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
18TH JULY 2024**

DC/24/0952	ROFFEY NORTH
Site Address: 100 Lambs Farm Road, Horsham, RH12 4LR. Proposal: Erection of two storey side extension together and a single storey wrap around extension to rear and sides.	
Parish Council Comment 18/07/2024:	
HDC Decision	

DC/24/0006	HORSHAM RURAL
Site Address: Land North of Horsham, Old Holbrook, Horsham. Proposal: Discharge S106 obligation (DC/16/1677) relating to Part 7, Schedule 4 in relation to the location and layout of local landscaped areas of play (LLAPs) in Phase 2.	
Parish Council Comment 18/07/2024:	
HDC Decision	

DC/24/0007	HORSHAM RURAL
Site Address: Land North of Horsham, Old Holbrook, Horsham. Proposal: Discharge S106 obligation (DC/16/1677) relating to Schedule 2, Part 1 in relation to the Third Party Land Access Plan for Phase 1.	
Parish Council Comment 18/07/2024:	
HDC Decision	

DC/24/0991	HOLBROOK WEST
Site Address: 141 Pondtail Road, Horsham, RH12 5HT. Proposal: Demolition of existing part integral garage with associated front elevation alterations. Erection of a single storey side and rear extension with new pitched roof over existing flat roof extension. Erection of a detached double garage to front of the property.	
Parish Council Comment 18/07/2024:	
HDC Decision	

DC/24/0975	HORSHAM RURAL
Site Address: Graylands Estate, Unit 14, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: Change of Use from a Dance Studio (Class Use D) to a Veterinary Practice (Class Use E) with associated internal alterations, enhancements to the fenestration, and installation of new signage.	
Parish Council Comment 18/07/2024:	
HDC Decision	

DC/24/1010	ROFFEY SOUTH
Site Address: Kingsmead Nursing Home, Crawley Road, Horsham, RH12 4RX. Proposal: Demolition of the existing buildings and erection of an 80-bedroom specialist dementia care home (Use Class C2) together with a retained access from Crawley Road and associated car and cycle parking and landscaping.	
Parish Council Comment 18/07/2024:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS
27.06.2024 - 18.07.2024**

DC/24/0779 – Not required on return	HOLBROOK WEST
Site Address: 129 Pondtail Road, Horsham, RH12 5HT. Proposal: Non Material Amendment to previously approved application DC/21/2808 (Erection of a detached double garage to the front of the dwelling and erection of a wall to front and side boundaries) Reduction of new wall to the side of existing boundary and reduce the roof area by altering the barn hip on the rear of the garage roof.	
Parish Council Comment 27/06/2024: No comment to make.	
HDC Decision	PERMITTED

S106/24/0009 – Not required on return	HORSHAM RURAL
Site Address: Mowbray, Land North of Horsham, Old Holbrook, Horsham. Proposal: Details pursuant to the Schedule 7, paragraph 2.13 of legal agreement (ref: DC/16/1677) for the Mowbray site in relation to Employment Marketing Strategy Update.	
Parish Council Comment 27/06/2024: No comment to make.	
HDC Decision	PERMITTED

DC/24/0423	ROFFEY NORTH
Site Address: 44 Rusper Road, Horsham, RH12 4BD. Proposal: Construction of a timber framed garden lean to with flat roof (Lawful Development Certificate - Proposed).	
Parish Council Comment 27/06/2024: No objection.	
HDC Decision	PERMITTED

DC/24/0876 – Not required on return	HORSHAM RURAL
Site Address: Squirrels Old Holbrook, Horsham, RH12 4TW. Proposal: Non Material Amendment to previously approved application DC/16/1677 (Outline planning application with all matters reserved except access for a mixed use strategic development to include housing (up to 2,750 dwellings), business park (up to 46,450 m2), retail, community centre, leisure facilities, education facilities, public open space, landscaping and related infrastructure) to amend the parameter plans to exclude Squirrels Bungalow curtilage from the Green Infrastructure Parameter Plan.	
Parish Council Comment 27/06/2024: No comment to make.	
HDC Decision	PERMITTED

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	REFUSED

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	PERMITTED

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	PERMITTED

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	PERMITTED

DC/24/0597	ROFFEY SOUTH
Site Address: 34 Furze field Road, Horsham, RH12 4NG. Proposal: Erection of a two storey side and rear extension.	
Parish Council Comment 25/04/2024: No objection.	
HDC Decision	PERMITTED

DC/23/0123	ROFFEY SOUTH
Site Address: 25 Forest Road, Horsham RH12 4HJ Proposal: Conversion of loft to form habitable space, incorporating creation of 2no rear dormers and installation of 7no rooflights to front.	
Parish Council Comment 23/02/2023: Objection. Overdevelopment of the property and excessive roof lights and could have an adverse effect on neighbouring properties.	
HDC Decision	REFUSED

DC/21/1208	ROFFEY NORTH
Site Address: Les Searle Plant Hire and Sales Ltd Parsonage Farm Industrial Estate Parsonage Proposal: Erection of side and rear extensions to existing industrial building.	
Parish Council Comment: No objection.	
HDC Decision	REFUSED

CPRE Sewage Survey

1. Do you suffer sewage flooding in your area?

- ☐ Yes
- ☐ No
- ☐ Don't know

2. Approximately how often does sewage flooding happen?

- ☐ Weekly
- ☐ Monthly
- ☐ Every six months
- ☐ Annually
- ☐ Less frequently

3. Is the sewage flooding extensive?

- ☐ Widespread across the parish
- ☐ In isolated parts of the parish

4. Does the sewage flooding impact any of the following? (select all that apply)

- ☐ Homes
- ☐ Roads
- ☐ Footpaths
- ☐ Green Spaces
- ☐ Public buildings
- ☐ Ditches, rivers and /or riles (short streams)
- ☐ Other (please specify):

5. Does sewage flooding occur only when it rains?

- ☐ Yes
- ☐ No
- ☐ Don't know

6. Does groundwater infiltrate the sewers in your parish? (Groundwater is water that naturally occurs or builds up below the ground)

- ☐ Yes
- ☐ No
- ☐ Don't know

7. Does surface water make the problem worse? (Surface water flooding that occurs after heavy rainfall)

- ☐ Yes
- ☐ No
- ☐ Don't know

8. Are the sewers in your area hydraulically overloaded? (This is where the capacity of the sewer is not big enough to deal with the waste water flowing through it)

- ☐ Yes
- ☐ No
- ☐ Don't know

9. Is the water company taking action to prevent sewage flooding?

- ☐ No
- ☐ Don't know
- ☐ Yes please explain briefly:

10. When sewage flooding happens, does the water company help to clear it up?

- ☐ Yes
- ☐ No
- ☐ Sometimes
- ☐ Don't know

11. Does sewage flooding cause water pollution in your area?

- ☐ No
- ☐ Don't know
- ☐ Yes (please explain):

12. Is your parish under development pressure to build new homes / other built developments?

- ☐ Yes
- ☐ No
- ☐ Don't know

13. If new homes or other development happened, do you think the sewerage system would cope with the additional sewage?

- ☐ Yes
- ☐ No
- ☐ Don't know

14. Have any planning appeals in your parish been upheld regardless of your sewerage concerns?

- ☐ Yes
- ☐ No
- ☐ Don't know

15. Could the use of pre-commencement ("Grampian") conditions strengthen planning in your area? (see the Information Note on the [Sussex CPRE website](#) for more information about such conditions)

- ☐ Yes
- ☐ No
- ☐ Don't know

16. Do you monitor sewage flooding in your parish?
(select all that apply)

- ☐ We have a Flood Watch Group
- ☐ We keep a record of incidents
- ☐ No
- ☐ Don't know
- ☐ Other (please explain):