



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 28TH NOVEMBER 2024 AT 7.30pm

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

In attendance: Kirsty Tickner - Committee Clerk

PET/076/24 Public Forum

There were no members of the public present.

PET/077/24 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllrs. R. Knight and D. Mahon.

PET/078/24 Declarations of Interest

There was no declaration of interest declared.

PET/079/24 Minutes

The Minutes of the Committee Meeting held on 31st October 2024 were **AGREED** and signed by the Chairman as a true record.

PET/080/24 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 9 next.

PET/081/24 20's plenty initiative

Back in June 2024 at the PET meeting (PET/025/24), it was agreed to seek advice on the slowing down of traffic and the use of Speed Indicator Device's (SID's). We reached out to the Clerk of Horsham Trafalgar Neighbourhood Council (HTNC) who advised that their project lead for their 20's plenty initiative would be willing to come and talk to Members about the project and slowing down of traffic. The Chairman welcomed Cllr Colin Bush from HTNC who gave a presentation to the Cllr's about speed watch and how they got started on monitoring speed within their Neighbourhood and how they got funding for the Speed indicator Device (SID) and how they canvassed people on Election day this year about speed. Colin told how this progressed onto putting a Community Highways Scheme together for the 20's plenty initiative.

Members asked questions of Colin regarding the SID and how mobile they are, and how data is recorded and used by the police, how they are calibrated which apparently is done at the manufacturing of them, and how many accidents there have been involving speed. Colin advised that it is best to start

by looking at the worst affected roads affected by speeding and go from there with getting feedback from people in that area.

Members **AGREED** that they welcomed hearing Colin's presentation and the Chairman **AGREED** that he will put some words together to go to the Clerk for the Newsletter and to go on our Facebook page and how we would bring the matter back onto an Agenda for a meeting in the New Year.

PET/082/24 Chairman's Announcements

- i. Members noted the following compliance complaints that had been received since the last meeting within the North Horsham Parish:

Ref: EN/24/0423

Address: 3 Reeves Court, Littlehaven Lane, Horsham, RH12 4FH.

Alleged breach: Erection of a workshop in the rear garden and commercial work taking place.

Ref: EN/24/0436

Address: 141 Pondtail Road Horsham West Sussex RH12 5HT

Alleged breach: Garage not being built in accordance with DC/24/0991

- ii. Members recalled an item on the Agenda for last months PET meeting regarding 141 Pondtail road and the materials used to build the garage (**PET/073/24**). Members **AGREED** for a compliance complaint to be raised which was done by the Committee Clerk on Wednesday 6th November 2024. The complaint was logged with HDC and appeared on their weekly report of compliance complaints 11/11/2024.
- iii. Members were reminded of application DC/24/1214, regarding Amended Plans, that was received on the 12th November 2024 and was sent out to the Committee that day, as it needed to be determined under the Delegated Authority process. The application was previously considered by the Committee on 26th September 2024 with the following comment: 'Objection on the grounds of the noise levels picked up in the assessment. The Committee would want a quieter alternative to be sourced'. Members were asked to review the amended documents and consider whether they wish to amend their previous Objection to one of No Objection and let the Clerk know by the 18th November 2024. Of the 12 members of the PET Committee, two Councillors contacted the Clerk with both wishing to continue with the previous objection.

The Clerk emailed Cllrs. Davidson, Torn and Turner on the 18th November 2024 to make them aware of the comments from two Members and asked for them to let her know by Monday 25th November 2024 if they agree to this course of action. All three Members **AGREED** that there should be no change to the Council's previous objection to this application. On the 25th November 2024, the Clerk notified HDC that the Parish Council's previous objection remains and therefore there are no further comments to make.

- iv. Members were asked to recall an item on the Agenda regarding the Pedestrian Crossing on North Heath Lane at the August PET meeting (PET/049/24). We recently received an update from the resident who, along with his daughter, organised a petition for local residents back in early September 2024. They received 13 responses to the petition and said it was not the volume they were hoping for. They felt that with the low return of responses, there is little value sharing the breakdown of the responses to the questions asked and assume that it closes the project for now. The Committee Clerk let the resident know that if anything else comes up regarding wanting a crossing in that area, they can let us know and we also let them know if we hear anything else that we can pass on.
- v. The Parish Council was recently contacted by WSCC who are seeking views on potential transport improvements in Horsham including Rusper Road between Mowbray (North Horsham development) and Horsham town centre via Kings Road and North Street. The email was circulated to all Councillors on the weekly correspondence list on 27th November and anyone can respond to the consultation individually by using the link provided. However, should the Parish Council wish to send a response, this matter would need to be added to the December PET Agenda but it should be noted that this is an initial general consultation, with responses requested to gauge the type of use the road gets which is specific to the individual, together with comments on the types of improvements they may consider. Members asked for this matter to be added to the December PET Agenda so they could respond as a Parish Council.
- vi. On Tuesday 19th November 2024 there was a Horsham HGV Route Teams Meeting led by Stephen Douglas, that the Chairman attended and made the following notes on that he read out to members:
- *Purpose of this initial meeting was to note suggestions from stakeholders on HGV route from A 281 to A23 and to simplify the route around Horsham*
 - *Specific part of route under review at meeting – Iron Bridge, Brighton Road to North Horsham*
 - *Stakeholders to continue to be involved during development of proposals with further meeting in New Year to consider concepts*
 - *Suggestion that review should consider whether HGV traffic should be diverted to A23 before reaching Horsham*
 - *Project is funded and once finalised expected to go to tender next year*
 - *Core elements around Horsham are to update and rationalise route signage and weight restrictions*
 - *Signage around Foundry Lane, Parsonage Road is out of date and confusing*

- *Impact of development of former Novartis site needs consideration during the review*
- *Much discussion not directly relevant to NHPC*

- vii. Recently the Chairman was made aware of social media comments regarding flooding at Gorrings Brook and how some feel it is NHPC's responsibility to provide sandbags. The Chairman made Members aware of this matter being previously discussed at the PET Meeting back in December 2023, with the relevant extract as follows :-

PET/091/23 Sandbags

Cllr. Emery from HDC contacted the Parish Clerk about his concerns of flooding on Pondtail road and Gorrings Brook and told of recent cases of flooding within the Brooks and has requested if NHPC can provide residents with sandbags.

*Members discussed the request and **AGREED** that there is no budget for this request and feel that this sits with HDC and WSCC and they don't feel that it is a case for the Parish Council to be involved in.*

The Chairman made Members aware that WSCC and HDC websites clearly state that they do not provide sandbags, and that the issue will be back on the Agenda for the December meeting.

- viii. The Chairman updated Members on news of the Novartis development removing Commercial units from their plans and replacing with residential properties and how in the new year, it is hoped that there will be more information on this and that there is a meeting of the Novartis Parish Liaison Group, due to it being almost two years since the last one.
- ix. The Chairman made Members aware that the Notes of the North of Horsham Meeting held on the 6th November 2024, should be ready by the December meeting, and that a discussion over the Community Building will need to be had in the New Year.

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

PET/083/24 Planning Appeals

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

PET/084/24 Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 31st October 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/085/24 Planning Decisions

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee, which were **NOTED**. It was noticed after publication that the dates within the header and the subject line were incorrect. The website was updated before the meeting and Members were informed by email.

PET/086/24 A24 Horsham to Dorking Corridor Feasibility Study Stakeholder Webinar

West Sussex County Council and Surrey County Council have undertaken a joint **feasibility study of potential improvements to the A24 Horsham to Dorking corridor**. The corridor have been identified as part of the Government's [Major Road Network](#) and the study outputs will inform future funding applications for improvements. The study corridor includes the A24 between the A24/A264 Great Daux roundabout near Horsham, and the A24/A25 Dorking Deepdene Roundabout.

A webinar was hosted in 2022 for organisations and groups to invite views about priorities for the study. Since this time feasibility work has been undertaken on a package of improvements for the corridor and they would like to invite attendees to a Microsoft Teams **webinar meeting on Monday 2nd December 2024 (2-4pm)** where they will be reporting back on the outputs of the study and inviting feedback. They plan to share further information about the study including a feedback form, and presentation slides, around the time of the meeting. They also plan to make the feedback form, slides and a recording of the webinar presentation available for anyone unable to attend the webinar.

For information the notes from the original stakeholder meeting in 2022 are attached as **Appendix 3**. Unfortunately, the study did not progress as quickly as originally envisaged because of a number of challenges through the study, however they would now like to report back on the outputs.

The study has reviewed potential highway interventions across all modes, and identified a range of interventions for road safety, walking, cycling, public transport access, and road capacity. The aim of the webinar is to report back on these measures, as well as other measures which have been reviewed but are not considered possible to bring forward, and seek views from stakeholders.

The Chairman **AGREED** that he would like to attend the Webinar. Depending on demand they may need to limit attendees at the webinar so places will be allocated on a first come, first served basis, however they will do their best to accommodate all interested attendees.

PET/087/24 S106 Application for Park Way Air Quality Monitoring Station

During discussion of this item, Cllr. K. Burgess left the meeting.

The Parish Council is being consulted on a request from Horsham District Council's Environmental Health Team for the release of Section 106 funding for use towards the above project.

Whilst a decision will be made by the Planning Compliance Team Leader, Head of Development and Building Control or Director of Place (as appropriate), should NHPC have any comments these need to be submitted by Monday 2nd December 2024. Should HDC not receive any comments by this date, they will proceed on the basis that we have no comments.

A copy of the application was circulated by email with the Agenda. It should be noted that this application is in accordance with the identified specific purpose of “To be used towards Air Quality Monitoring: purchase of 1 NOx analyser & 1 PM10 analyser with 5 years maintenance and servicing at Horsham Park Way” as detailed in the unspent S106 Funds report that was received at the Council meeting on 7th November.

Members **AGREED** that they were happy with the funding of the project identified but questions were raised regarding the source of the fund.

PET/088/24 Date of next Meeting

The next meeting is scheduled for Thursday 19th December 2024 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.34pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
28TH NOVEMBER 2024**

DC/24/1589 - Was on October PET list and re-validated and Block Plan now on Portal	ROFFEY SOUTH
Site Address: 6 Wood End, Horsham, RH12 4NU. Proposal: Erection of a two storey side extension and alterations to fenestration.	
Previous Parish Council Comment 31/10/2024: No objection. Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1770 – On Listing Report 25/11/24 & Letter received 28/11/2024 - to do with removal of Condition 6, not discharge.	ROFFEY SOUTH
Site Address: Sainsbury's, 264A Crawley Road, Horsham, RH12 4HG. Proposal: Removal of Condition 6 of previously approved application DC/22/0785 (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.) relating to EV charging spaces.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1291	HOLBROOK WEST
Site Address: Fivensgreen House, North Heath Lane, Horsham, RH12 5PJ. Proposal: Demolition of existing house and outbuildings and the construction of 8no. dwellings and associated garages/driveways and new access points. Amendment to Application - Amendment to the Tree Protection Plan and the Arboricultural Officer response.	
Previous Parish Council Comment 31/10/2024: Objection. NHPC Members are concerned of overdevelopment and the ability of the roundabout to cope with the increased traffic. Members are also concerned of the mix of units and would prefer to see smaller and more affordable options being proposed. Parish Council Comment 28/11/2024: Objection. Members noted the updated Tree Protection Plan and the Arboricultural Officer response, and agreed they have the same concerns from when the application was first considered on 31 st October 2024, of overdevelopment and the ability of the roundabout to cope with the increased traffic, and of the mix of units and would prefer to see smaller and more affordable options being proposed.	
HDC Decision	

DC/24/1660	HOLBROOK WEST
Site Address: 42 Pondtail Road, Horsham, RH12 5HR. Proposal: Retention of studio outbuilding to front of dwelling.	
Parish Council Comment 28/11/2024: Objection due to uncertainty of the materials used and the location of the outbuilding to the front of the dwelling, impacting on the street scene.	
HDC Decision	

DC/24/1685 – On Listing Report 04/11/24 - no letter sent	ROFFEY SOUTH
Site Address: 1-6 St Leonards Oak Tree Way, Horsham, RH13 6TD. Proposal: Installation of fixed line broadband apparatus.	
Parish Council Comment 28/11/2024: No comment to make due to decision already made by HDC.	
HDC Decision	NO OBJECTION to Notification

DC/24/1672 – On Listing Report 04/11/24 – no letter sent	ROFFEY NORTH
Site Address: 9 Southdown Close, Horsham, RH12 4LD. Proposal: Demolition of existing garage and erection of a two storey side extension.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1691	HOLBROOK EAST
Site Address: 9 Reapers Close, Horsham, RH12 5TG. Proposal: Erection of a first floor extension above existing garage.	
Parish Council Comment 28/11/2024: Objection – Members noticed that the proposed roof height of the extension has not been dropped and they would want to see an improved design.	
HDC Decision	

DC/24/1678	ROFFEY NORTH
Site Address: 34 Rowlands Road, Horsham, RH12 4LH. Proposal: Erection of a single storey side extension and reduction of the existing garage to a store room.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1260 - On Listing Report 11.11.24 and Amendment to Proposal wording – No Letter received	HOLBROOK WEST
Site Address: 28 Broome Close, Horsham, RH12 5XG. Proposal: Removal of existing boundary fence, and change of use to incidental curtilage with erection of new close boarded fencing.	
Previous Proposal: Demolish existing boundary fence and replace with new close board fencing. Previous Parish Council Comment 26/09/2024: Objection. Loss of open plan nature of the development with the intended line of the proposed fencing. As of 27/09/2024 – the application cannot be found on the HDC Planning Portal. Parish Council Comment 28/11/2024: No comment to make due to finding out 28/11/24 that the application has been made invalid and has been removed from the HDC Planning Portal.	
HDC Decision	

DC/24/1725	ROFFEY NORTH
Site Address: Opposite Cheviot Court, Rusper, Horsham. Proposal: Install fixed line broadband electronic communications apparatus install 1x wooden pole.	
Parish Council Comment 28/11/2024: No objection and Members noted that the address is for Rusper Road, not Rusper itself.	
HDC Decision	

DC/24/1730	HOLBROOK WEST
Site Address: Heathfield Industrial Estate, North Heath Lane, Horsham, RH12 5PJ. Proposal: Replacement of 1 no. cabinet and ancillary development thereto.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1580	HORSHAM RURAL
Site Address: Fisher Clinical Services Uk Ltd, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: New cryogenic storage facility in temporary portacabin structure.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	

DC/24/1753	ROFFEY NORTH
Site Address: 29 Morrell Avenue, Horsham, RH12 4DD. Proposal: Erection of a single storey rear and side extension.	
Parish Council Comment 28/11/2024: No objection.	
HDC Decision	