

**NORTH HORSHAM PARISH COUNCIL  
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE  
THURSDAY 19<sup>th</sup> DECEMBER 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 the following compliance complaint has been received since the last meeting within the North Horsham Parish:

Ref: EN/24/0459

Address: 94A Rusper Road, Horsham, RH12 4BN

Alleged breach: Large garden structure has been erected at the rear

- ii. At the last PET meeting in November, we had an item as a Chairman's Announcement regarding WSCC seeking views via a survey on the potential transport improvements in Horsham including Rusper Road between Mowbray (North Horsham development) and Horsham town centre via Kings Road and North Street (PET/082/24 v). Members asked for this matter to be added as to the December PET Agenda so they could respond as a Parish Council. Since then the Clerk has emailed all Members of the Committee advising them that it

is not practical or possible to do a response from more than one person, although there is a question which allows you to say that the response is on behalf of an organisation. The Clerk let Members know that it is not currently a consultation, but more of a data gathering exercise to assess the current users of the road, and that it could be included on the Agenda for January's Council Meeting if Members still feel it is appropriate but in the meantime urged them all to respond individually.

- iii. Members will recall that at the meeting in August, the Committee agreed to support the comments by NALC in response to the consultation on changes to the NPPF (Min. PET/051/24 refers). The Parish Office has now also had sight of the Planning Reform Working Paper - Modernising Planning Committees as published by MHCLG ([Planning Reform Working Paper - Planning Committees](#)) and a briefing including this link was circulated to all Members of the Council as part of the weekly correspondence email on 11<sup>th</sup> December 2024. As Members can read, the changes relate to the Local Planning Authorities i.e. HDC, and their process of delegation for determining planning applications and it is these organisations that are the focus for this engagement. The document includes questions at the end of the paper and is not a formal consultation and therefore has no deadline. Whilst HDC would be the main responders, should the Parish Council wish to draft responses to the questions, the issue would need to be placed onto the Agenda for the January meeting with all Members asked to forward to the Parish Clerk their responses to the questions by Friday 17<sup>th</sup> January 2024. Should comments not be forthcoming, it would not be possible to prepare a draft response
- iv. On the 11<sup>th</sup> December 2024, an email was received with the presentation slides from the A24 Horsham to Dorking Corridor Feasibility Study Stakeholder Webinar Meeting held on the 2<sup>nd</sup> December by Surrey County Council and West Sussex County Council, and was circulated to all Members of the Council as part of the weekly correspondence email on 11<sup>th</sup> December 2024.

## **6. Planning Appeals**

No Appeals have been received or determined since the last meeting.

**Decision: To note that there have been no Appeals received or 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 28<sup>th</sup> November 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. North of Horsham Parish Liaison Group**

Members are asked to receive the Notes of the Liaison Group Meeting held on 6<sup>th</sup> November 2024 and are available on the Parish Council website using the following link: <https://northhorsham-pc.gov.uk/wp-content/uploads/2024/12/3-notes-of-the-online-nofh-parish-liaison-meeting-6th-november-2024-1.pdf> The Clerk recently contacted the Case Officer for the Mowbray Development about the Community Building and the potential setting up of a Working Group.

**Decision: To receive the Notes of the Meeting held on 6<sup>th</sup> November 2024 and to agree any recommendation to Council regarding the setting up of a working group.**

**10. Flooding within the Parish**

Members to discuss flooding within the Parish and if there are any particular areas of concern that need further action.

**Decision: To discuss and agree to any further action.**

**NORTH HORSHAM PARISH COUNCIL**  
**SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION**  
**19<sup>th</sup> DECEMBER 2024**

<b>DC/24/1800</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 4 Lansdown Close, Horsham, RH12 4GN.	
<b>Proposal:</b> Fell 3x Oak.	
<b>Parish Council Comment 19/12/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/1802</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 5 Lansdown Close, Horsham, RH12 4GN.	
<b>Proposal:</b> Fell 1x Oak.	
<b>Parish Council Comment 19/12/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/1808</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 39-61 (Odds) South Holmes Road, Horsham, RH13 6HN .	
<b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 19/12/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/1860</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 17 Holbrook School Lane, Horsham, RH12 5PP.	
<b>Proposal:</b> Erection of a single storey front extension.	
<b>Parish Council Comment 19/12/2024:</b>	
<b>HDC Decision</b>	

<b>DC/24/1848</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> Rockwell, 44 Pondtail Road, Horsham, RH12 5HR.	
<b>Proposal:</b> Erection of a single storey rear extension and new open sided front porch.	
<b>Parish Council Comment 19/12/2024:</b>	
<b>HDC Decision</b>	

**NORTH HORSHAM PARISH COUNCIL**  
**SCHEDULE OF PLANNING DECISIONS**  
**28.11.2024 - 19.12.2024**

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

<b>DC/24/1214</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 27 Standen Place, Horsham, RH12 5JS. <b>Proposal:</b> Installation of an Air Source Heat Pump at rear of property. <b>Amendment 12/11/24 – Updated documents on the Planning Portal that include a new layout plan which states that whilst the heat pump will be installed without a canopy (dimensions, materials etc of which are provided in the plans) it would be retro fitted in the event of heat pump noise affecting neighbours. Furthermore, whilst the updated Noise Assessment has reduced the final result from 46 dB(A) to 44 dB(A), this is still above the threshold of 42 dB(A) that results in Planning Permission being required.</b>	
<b>Parish Council Comment 26/09/2024:</b> Objection on the grounds of the noise levels picked up in the assessment. The Committee would want a quieter alternative to be sourced.	
<b>Parish Council Comment 25/11/2024 under Delegated Authority:</b> The Parish Council's previous objection remains and therefore there are no further comments to make.	
<b>HDC Decision</b>	<b>PERMITTED</b>

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

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

<b>DC/24/1440</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 10 Parry Close, Horsham, RH13 6RR. <b>Proposal:</b> Erection of a front porch and conversion of garage into habitable living space.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1386</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 34 -40 South Holmes Road, Horsham, RH13 6HR. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1391</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 74-80 (Even) South Holmes Road, Horsham, RH13 6HP. <b>Proposal:</b> Replacement of the existing windows and doors. Replacement of front entrance doors.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1390</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 66-72 (Even) South Holmes Road, Horsham, RH13 6HP. <b>Proposal:</b> Replacement of the existing windows and doors. Replacement of front entrance doors.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1388</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 50-56 (Even) South Holmes Road, Horsham, RH13 6HP. <b>Proposal:</b> Replacement of the existing windows and doors. Replacement of front entrance doors.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1385</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 26-32 (Even) South Holmes Road, Horsham, RH13 6HR. <b>Proposal:</b> Replacement of the existing windows and doors. Replacement of front entrance doors.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1383</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 10-16 (Even) South Holmes Road, Horsham, RH13 6HR. <b>Proposal:</b> Replacement of the existing windows and doors. Replacement of front entrance doors.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1389</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 58 - 64 South Holmes Road, Horsham, RH13 6HP. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1387</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 42 - 48 South Holmes Road, Horsham, RH13 6HR. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1518</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 127 - 149 South Holmes Road, Horsham, RH13 6HW. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1519</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 151-173 South Holmes Road, Horsham, RH13 6HW. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1325</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 28 Winterbourne, Horsham, RH12 5JW. <b>Proposal:</b> Erection of an infill ground floor extension with a first floor extension over. Extension to existing garage to provide additional bedrooms.	
<b>Parish Council Comment 31/10/2024:</b> No objection. NHPC Members noted that the roof line of the extension appears to be at the same height as the original development.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1568</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> Rosedene, 10 North Heath Lane, Horsham, RH12 5AH. <b>Proposal:</b> Surgery to group of trees and hedge line in front of no. 8, 10 and 12 North Heath Lane.	
<b>Parish Council Comment 31/10/2024:</b> No objection to the surgery of the trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1384</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Flats 18 - 24 South Holmes Road, Horsham, RH13 6HR. <b>Proposal:</b> Replacement of the existing windows and doors with uPVC. Replacement of front entrance doors with GRP composite.	
<b>Parish Council Comment 31/10/2024:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1579</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 6 Forest Oaks, Horsham, RH13 6RX. <b>Proposal:</b> Surgery to 1x Oak.	
<b>Parish Council Comment 31/10/2024:</b> No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1444</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 4 Lansdown Close, Horsham, RH12 4GN. <b>Proposal:</b> Surgery to 4x Oak.	
<b>Parish Council Comment 26/09/2024:</b> No objection to the surgery of the trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/24/1381</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> Novartis Development Site, Parsonage Road, Horsham, RH12 4TJ. <b>Proposal:</b> Surgery to 1x Oak. Fell 1x Sycamore and 2x Elm Group.	
<b>Parish Council Comment 26/09/2024:</b> No objection subject to the comments of HDC's Tree Officer. The Committee requests that if the Arboricultural Officer finds the trees need to be felled, that they be replaced with an appropriate native species in a suitable nearby location.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/23/0553</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Graylands Estate, Unit 30, Langhurst Wood Road, Horsham, RH12 4QD. <b>Proposal:</b> Change of use of property from Health and Fitness Club to Feline-only Veterinary Practice.	
<b>Parish Council Comment 26/10/2023:</b> No objection.	
<b>HDC Decision</b>	<b>PERMITTED</b>

<b>DC/22/0133</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Land North of Horsham <b>Proposal:</b> Construction of a 'Morrisons' food store including means of access from Rusper Road, associated service yard, car park (including supporting facilities), pump house, sprinkler tanks, plant and home delivery area.	
<b>Parish Council Comment:</b> No objection in principle however, it was noted the design was uninspired. In addition, the car parking must be monitored to avoid long stay parking and mitigation measures, such as height barriers, need to be in place to avoid overnight occupation. Basement parking would also be beneficial to the site.	
<b>HDC Decision</b>	<b>WITHDRAWN</b>