



# NORTH HORSHAM PARISH COUNCIL

## MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 21<sup>ST</sup> AUGUST 2025 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. R. Turner (Chairman), Cllr. Mrs S. Wilton\* (\*denotes absence)

**In attendance:** Kirsty Tickner - Committee Clerk

### PET/037/25 Public Forum

There were no members of the public present.

### PET/038/25 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllrs. Burgess, Davidson, Davidson-Fernandez, Mahon, Simmonds and Wilton.

### PET/039/25 Declarations of Interest

There was no declaration of interest declared.

### PET/040/25 Minutes

The Minutes of the Committee Meeting held on 24<sup>th</sup> July 2025 were **AGREED** and signed by the Chairman as a true record.

### PET/041/25 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/25/0249

Address: 11 Serrin Way, Horsham, RH12 5YN.

Alleged breach: Installation of flagpole in garden without planning permission.

Ref: EN/25/0273

Address: 4 Howard Road, Horsham, RH13 6AB.

Alleged breach: Erection of metal pergola/structure in rear garden without planning permission.

Ref: EN/25/284

Address: Chennells Brook House, North Heath Lane, Horsham, RH12 5PJ.

Alleged breach: Continued rental of annexe as separate unit of residential accommodation in breach of condition 5 of DC/17/1129.

- ii. Members were informed that the Parish Office was advised on 28<sup>th</sup> July that an amendment to the S106 agreement for Mowbray was being considered (ref: S101/25/0013) but as it was a S106 application and classed as a “Not Required on Return” application, it was not added to the application list for comment.
- iii. Members were asked to recall the subject matter regarding the footpath between Treadcroft Drive and Bluebell Close, that was last discussed at the Committee Meeting held on 24<sup>th</sup> July 2025 (Min. PET/033/25 refers), when it was agreed to recommend to Council that the s106 funds can be suggested as potential sources of funds for a successful Community Highway Scheme (CHS). The Assistant Area Highways Manager was made aware of the decision from the PET Committee and on the 5<sup>th</sup> August 2025, sent the below response:

*Dear All,*

*I hope this email finds you well.*

*After careful consideration of your Community Highway Scheme application, we believe it would be more appropriate to progress your request through a different process. Your enquiry has been passed to the Public Rights of Way (PROW) team, who will consider including the footpath in their scheduled works for next year. While this is not guaranteed, it is likely to have a better chance of implementation through the PROW team rather than as a CHS.*

*I will continue to monitor your enquiry and keep you updated on any developments and next steps.*

*If you have any questions or queries, please don't hesitate to get in touch.*

Since then, NHPC have been copied into emails regarding the Assistant Area Highways Manager meeting up with the resident who made the CHS application and the Chairman of this Committee. Further information will hopefully be received in the near future and Members will be kept informed.

- iv. Members were informed that since the previous Chairman's Announcement regarding Lambs Farm Road traffic issues (Min. PET/029/25/iii refers), an application for a TRO is underway. Whilst making the application, the Clerk decided that the support of the St Robert Southwell Catholic Primary School would strengthen the application. Therefore contact has been made with the school, and it is unlikely that a response will be received from them until September.
- v. Members were asked to recall the most recent Chairman's Announcement regarding Network Rail (Min. PET/029/25/ii refers). After the email from Neil Hughes last month, contact has recently been made this month about a

meet up of three Councillors with Chloe Hobden and Jonathan Howes from Network Rail. We are awaiting a reply and if no response is received this month, we will contact again next month.

- vi. Members were asked to recall the Agenda item regarding House for sale signs in the North Horsham Parish (NHP) that was discussed at the recent July meeting (Min. PET/035/25 refers). Since then, all the Horsham District Council (HDC) Ward Councillors for the NHP, were contacted by email and were informed about the recent issues raised and what the HDC Compliance team told us by phone earlier this year. The HDC Councillors were asked *“To deal with the blight of the “for sale” signs, Members of the PET Committee are seeking the assistance of all HDC Councillors for the Parish and ask that you lobby from within HDC for the necessary resources to be allocated to deal with the noncompliance of “for sale” signs by Estate Agents”*.

Cllrs. J. Mercer and N. Grant recently acknowledged receipt of email, and Cllr. Grant said he would take the matter up with the property services and will update when there is news.

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

**PET/042/25      Planning Appeals**

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

**PET/043/25      Planning Applications**

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 24<sup>th</sup> July 2025 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/044/25      Planning Decisions**

An ongoing schedule of planning decisions made by HDC had been circulated to members of the Committee, which were **NOTED**.

**PET/045/25      Date of next Meeting**

The next meeting is scheduled for Thursday 25<sup>th</sup> September 2025 at 7.30pm.

There being no other business, the Chairman closed the meeting at 7.40pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION  
21<sup>ST</sup> AUGUST 2025**

<b>DC/25/1288</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> Land at Drake Close, North Heath Lane, Horsham. <b>Proposal:</b> Fell 1x Group Ash and 1x Ash.	
<b>Parish Council Comment 21/08/2025:</b> No objection to the felling of the Ash trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/25/1295</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 36 Beaver Close, Horsham, RH12 5GB. <b>Proposal:</b> Surgery to 1x Oak.	
<b>Parish Council Comment 21/08/2025:</b> No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/25/0954</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 5 Coniston Close, Horsham, RH12 4GU. <b>Proposal:</b> Erection of a first floor extension over existing garage.	
<b>Parish Council Comment 21/08/2025:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/25/1201</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> Land at Parsonage Road and Timms Close, Horsham, RH12 4TJ. <b>Proposal:</b> Surgery to 2x Oak, 1x Sycamore, 1x Norway Maple, and 1x Lime.	
<b>Parish Council Comment 21/08/2025:</b> No objection to the surgery of the trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/25/1170</b>	<b>ROFFEY SOUTH</b>
<p><b>Site Address:</b> Kingsmead Nursing Home, Crawley Road, Horsham, RH12 4RX.</p> <p><b>Proposal:</b> Variation of condition 1 of previously approved application reference DC/24/1010 (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) for minor changes to the approved care home design by means of varying the drawings. The proposed changes comprise revisions to the internal configuration of the proposed care home (and associated elevational changes) to meet operational and staffing requirements.</p>	
<p><b>Parish Council Comment 21/08/2025:</b> No objection.</p>	
<b>HDC Decision</b>	

<b>DC/25/0827</b>	<b>HOLBROOK EAST</b>
<p><b>Site Address:</b> Roffey Football Club, Bartholomew Way, Horsham, RH12 5JL.</p> <p><b>Proposal:</b> Replacement of existing floodlighting.</p>	
<p><b>Parish Council Comment 21/08/2025:</b> No objection, however, NHPC Members want to be assured there won't be light leakage onto neighbouring properties.</p>	
<b>HDC Decision</b>	

<b>DC/25/1172</b>	<b>HOLBROOK WEST</b>
<p><b>Site Address:</b> Chennells Brook House, North Heath Lane, Horsham, RH12 5PJ.</p> <p><b>Proposal:</b> Removal of Condition 5 of previously approved application DC/17/1129 (Proposed demolition of existing garage and erection of detached outbuilding/studio) relating to the use of the building for ancillary purposes.</p>	
<p><b>Parish Council Comment 21/08/2025:</b> Objection. NHPC Members are particularly concerned about the outbuilding being used as a separate unit for residential purposes.</p>	
<b>HDC Decision</b>	

<b>DC/25/1134</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Schrodgers Business Campus, Langhurstwood Road, Horsham, RH12 4QP. <b>Proposal:</b> Alterations to and part replacement of boundary fencing.	
<b>Parish Council Comment 21/08/2025:</b> No objection.	
<b>HDC Decision</b>	