



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 26th FEBRUARY 2026 AT 7.30pm

Present: Cllr. K. Burgess*, Cllr J. Dancer*, 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/100/26 Public Forum

There were no members of the public present.

PET/101/26 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllrs. Burgess, Davidson and Davidson-Fernandez. Cllr. Mahon was not present at the start of the meeting but arrived during agenda item 11. No apology for absence was received from Cllr. Dancer.

PET/102/26 Declarations of Interest

The PET Committee Members declared a non-pecuniary interest for application DC/26/0203 in Agenda item 7, for the surgery of 2 x oak, due to the Amberley Close Allotment site being provided by NHPC,

Cllr Wilton declared a pecuniary interest as a neighbour, for application DC/25/1673 for 52 Beech Road, Horsham, RH12 4NP, for the surgery of 3 x Oak, that is on the Decision list in Agenda item 8, with a permitted decision from HDC.

PET/103/26 Minutes

The Minutes of the Committee Meeting held on 29th January 2026 were **AGREED** and signed by the Chairman as a true record.

PET/104/26 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/26/0047

Address: 8 Church Road, Horsham, RH12 4NQ

Alleged breach: Erection of large structure in rear garden without planning permission

Ref: EN/26/0050

Address: 28 Winterbourne, Horsham, RH12 5JW

Alleged breach: Roof tiles on rear elevation are not in accordance with the approved plans DC/24/1325.

- ii. Members were asked to recall the Chairmans Announcement regarding a proposed Network Rail meeting, at the PET meeting on the 18th December 2025 (Min. PET/083/25/ii refers), and at the meeting on the 30th October 2025 (Min. PET/061/25/v refers). Earlier this month, contact was made again with Chloe Hobden, the line manager for the Level Crossing Managers in Sussex, to ask if there are any dates for a potential meeting, that the three nominated Councillors can check which one most of them can attend. As of 17/02/2026, no response has been received. If no response is received before the March PET meeting, the next contact will be made in early April 2026.
- iii. The Parish Council were contacted on 3rd March by Holbrook Pre School (who operate out of North Heath Hall) regarding the proposed installation of a 5G mast on the corner of Coltsfoot Drive and North Heath Lane. A copy of the email and plans were included on the weekly correspondence email dated 4th February 2026 that was sent to all Members. The Pre School confirmed that they would not be submitting any comments as the proposed location was some distance from North Heath Hall.
- iv. All Parish Councils have been contacted by the Environment Agency (via WSALC) regarding the upcoming Reservoir Safety Reform Programme consultation to ensure councils, especially those downstream of reservoirs, are informed and able to participate. The consultation will focus on proposed changes to reservoir safety regulation arising from the [Independent Reservoir Safety Review Report\(External link\)](#) following the Toddbrook reservoir incident in 2019. Further details are available at [Reservoir Safety Reform Programme | Engage Environment Agency](#). The EA is encouraging communities and businesses downstream of reservoirs to register their interest to ensure they receive the most up-to-date information as the programme progresses. Using the gov.uk flood risk checker, flooding from a reservoir in North Horsham Parish is very unlikely and therefore, unless directed otherwise, the Clerk will not be registering interest in this consultation.
- v. The Parish Clerk was recently contacted by a resident of Spooners Road expressing concern about the number of vans parked on the left-hand side of the road when approaching from Crawley Road and the safety of children in particular using the road on bikes and on foot. They were particularly concerned that when the Infant School and Junior schools combine in September, the number of children walking and cycling to the school will increase, as will the number of cars dropping children off at school. They were advised that the only way WSCC would consider anything such as

waiting restriction or yellow lines would be by way of a Community Highways Scheme (CHS) and that this would require them to gather evidence and support from local people and the school, as well as the support of their County Councillor, Jay Mercer. The resident will look into gathering everything for the Parish Council to consider in the future, making a CHS application on their behalf.

- vi. WSCC advised that our local Access Ranger, will be organising Public Rights of Way inspections next month in the parish. Issues with the paths, including vegetation, and furniture (signage, stiles, bridges etc.) will be recorded and logged at this time. Following the inspection routine maintenance work for which WSCC is responsible will be prioritised for delivery by our contractor. Members were asked to advise the Clerk, if they are aware of any specific issues on the PROW network in the parish, before the end of February.

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

PET/105/26

Planning Appeals

HDC recently advised that an Appeal has been made to the Secretary of State against the Council's refusal of Planning Consent in relation to DC/25/1594 - Unit 1, 7 Littlehaven Lane, Horsham, RH12 4JF, for the erection of a first-floor extension for residential use above the existing commercial premises.

The appeal will be determined on the basis of Written Representations. This means that the appeal will be decided on written statements of the parties concerned and that no public hearing or local inquiry will be held. All representations must be received by 10th March 2026. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning Inspectorate does not acknowledge representations. All representations must quote the appeal reference.

This application was last considered under the Parish Council's Scheme of Delegation on 30th October 2025. The comment submitted was "*Objection due to the inappropriate location, concerns of its suitability for residential purposes, of it being overdeveloped and overbearing*". Members **AGREED** that they do not wish to amend their previous comment.

PET/106/26

Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 29th January 2026 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/107/26 Planning Decisions

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

PET/108/26 NPPF Consultation

HDC recently advised that the Housing Minister, Matthew Pennycook, has announced the next phase of the Government's reforms to accelerate housebuilding and growth including a consultation on a revised National Planning Policy Framework (NPPF), which represents the most significant reform since the first NPPF was published in 2012. Views are welcome on the significant NPPF measures proposed and the consultation closes on 10th March 2026.

As well as setting out the procedural policies relating to plan making (including strategic planning and new local plans) and decision making, the NPPF sets out objectives, policies for plan making and policies for decision making across key policy areas in a clearer and more rules-based way.

The draft NPPF includes a number of substantive changes to policy on which the Ministry of Housing, Community and Local Government (MHCLG) would welcome views as explained and outlined in the [consultation document](#). Key proposals (include but not exhaustive) are detailed in the consultation document and relate to:

- A permanent presumption in favour of suitably located development
- Establishing 'in principle' support for suitable proposals that develop land around rail stations
- Driving urban and suburban densification
- Securing a diverse mix of homes
- Streamlining local standards
- Boosting local and regional economies
- Embedding a vision-led approach to transport
- Better addressing climate change
- Conserving and enhancing the natural environment
- Taking a more positive approach to the use of heritage assets

Horsham District is encouraging parishes and town forums to have their say and submit comments. However, it should be noted that that the NPPF (and therefore any consultation on it) is substantial and the ability for the Council to form concise and agreed responses before the deadline on 10th March is challenging. The consultation document runs to 123 pages and there are 225 consultation questions. If this Committee is minded to require comments to be submitted on behalf of the Parish Council, this Committee would need to agree a recommendation to Council that comments be submitted and furthermore agree membership of a Working Group to review the documentation and form

responses to the 225 questions for consideration at the Council meeting 5th March 2026.

Members noted the NPFF Consultation and **AGREED** that if any Members wish to make comments, they can do so as an individual, and not as a Parish Council.

PET/109/26 Traffic Regulation Order (TRO) consultations - West Parade, Horsham and A264 Bypass & Crawley Road

10.1 Notification of a TRO consultation for West Parade, Horsham, has recently been received by the Parish Office, reference **HOR8017RC**. The proposal is for a 20mph speed limit; removal of some permit holders parking on the south side; to introduce a prohibition of goods vehicles exceeding 7.5 tonnes on Milnwood Road, Newlands Road and West Parade; and permit pedal cyclists to travel eastbound on West Parade.

Members discussed the TRO proposal and **AGREED** they have no objection and that they support the proposal.

10.2 Notification of a TRO consultation for A264 Horsham Bypass & Crawley Road, has recently been received by the Parish Office, reference **HOR9009RC**. The proposal is for a 50mph speed limit on lengths of the A264 Horsham Bypass and the A264 Crawley Road on the approaches to and including the Moorhead Roundabout junction.

Members discussed the TRO proposal and **AGREED** they have no objection and that they support the proposal for a reduced speed limit, but suggest that a 60mph speed limit may be more appropriate for that stretch of road.

PET/110/26 Novartis Street Naming

The Parish Office recently received notification from HDC of an application relating to **DC/25/0415**, for the naming of new streets and numbering of new properties at Land at the former Novartis Site (Phase 3). The street names/property names have been based on the local area and site history. The Parish Council are asked to consider the suggested names and give their feedback on them or suggest alternatives. Please see the list of names below:

Proposed Street/Block Names and numbers:

Oakwood Approach – *Links to the landscape of the site and the row of oak trees as you enter the site*

2 – 10 (even)

Oak house (1-19) - Links to the landscape tree planting

Maple house (1-19) - Links to the landscape tree planting

Novartis Square/Boulevard – *Linking to the site history and former use.*

1-31 (odd)

2-30 (even)

Birch house (1-22) - Links to the landscape tree planting

Alder house (1-20) - Links to the landscape tree planting

Redwood gardens (1-20) - Links to the landscape tree planting

Hawthorn Mews – *Links to the landscape scheme for the site and the feature trees that will be planted on the site.*

1-11 (odd)

2-14 (even)

Parsonage Walk - *Linked to the location of the new road, which runs parallel to Parsonage road*

2-36 (even)

Deco house (1-22) - Linking to the architecture of the site

Blossom house (1-20) - Links to the landscape tree planting

Elm Mews - *Links to the landscape scheme for the site and the feature trees that will be planted on the site.*

1-7 (odd)

2-8 (even)

Novartis Gardens - *Linking to the site history and former use.*

1-17 (odd)

2-24 (even)

Lines close – *Links to the site's physical characteristics and location next to the railway lines.*

1-5

Members discussed and considered the suggested street names and property names and **AGREED** that they would like to suggest that Hawthorn Mews or Elm Mews is named Burgess Mews, provided there is consent from the family, in honour of the late Peter Burgess, who served as Councillor for North Horsham Parish Council and Horsham District Council.

Members also **AGREED** that they would like to suggest that Novartis Square/Boulevard is named CIBA Square, after the Swiss chemical firm.

PET/111/26 Fairfax Development of 120 homes on land East of Crawley Road, Faygate, Horsham

The Parish Office has recently been made aware of some residents receiving flyers regarding a community consultation, seeking comments regarding a Fairfax development on Land East of Crawley Road, Faygate, Horsham.

The proposal is for up to 120 homes, of which 45% would be affordable, helping local families to access high-quality housing. The proposals comprises:

- Up to 120 homes including 45% affordable housing
- Contributions to improving local infrastructure
- Public open space for informal recreation
- A biodiversity net gain of at least 10%
- Promoting greener travel including cycling
- Electric vehicle charging points
- New footpaths to improve connectivity
- Providing sustainable drainage
- Energy efficient construction methods and materials

The community flyer signposts people to their project website – <https://faygate.your-feedback.co.uk/> - which contains all the key information along with the option to leave feedback until **Sunday 1st March**.

A Consultant on behalf of the developers contacted the Chairman of NHPC and the Clerk by email on Monday 16th February, to make the Parish Council aware of the consultation, and they said they would be happy to answer any questions Councillors might have regarding the development, and arrange a briefing with the project team if that would be helpful. The Parish Office have asked the Consultant what the timescale is for the submission of an application and they responded to say they don't have a definite date yet regarding when a planning application would be submitted, as it could be influenced by the feedback received from the consultation and whether any changes are then made to the vision for the site.

It could be useful for a request to be made to the developers to ask them for a presentation to the Committee for Members to fact find information, ready for when comments on an application would be required as a statutory consultee.

Members discussed the proposed development and **AGREED** they would like to invite the development company to present to Committee Members, for them to fact find before they are asked to make their comments, as a statutory consultee, on an application.

PET/112/26 Date of next Meeting

The next meeting is scheduled for Thursday 26th March 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.01pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
26TH FEBRUARY 2026**

DC/25/1995 – Found on Parish Report 23/02/26	ROFFEY NORTH
Site Address: 3 Reeves Court, Littlehaven Lane, Horsham, RH12 4FH. Proposal: Replacement of a shed to the rear of the property.	
Parish Council Comment 26/02/2026: No objection, provided that the only use is for storage and no commercial business is run from there.	
HDC Decision	

DC/26/0126	ROFFEY SOUTH
Site Address: Tree Tops, Comptons Brow Lane, Horsham, RH13 6BX. Proposal: Surgery to 1x Fir.	
Parish Council Comment 26/02/2026: No objection to the surgery of the Fir tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0108	ROFFEY SOUTH
Site Address: Roffeyhurst Cottage, Forest Road, Horsham, RH12 4HL. Proposal: Erection of a domestic greenhouse.	
Parish Council Comment 26/02/2026: No objection.	
HDC Decision	

DC/26/0193	HOLBROOK WEST
Site Address: 15 Wagtail Close, Horsham, RH12 5HL. Proposal: Surgery to 1x Oak.	
Parish Council Comment 26/02/2026: No objection to the surgery of the Oak tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0203	ROFFEY NORTH
Site Address: Allotments, Amberley Close, Horsham, West Sussex. Proposal: Surgery to 2x Oak.	
Parish Council Comment 26/02/2026: No objection to the tree surgery, subject to the comments of HDC's Tree Officer. However, due to the trees being on the Allotment site provided by North Horsham Parish Council (NHPC), Members request that if the application is approved, the applicant is instructed to make contact with NHPC if any access is required, due to the site only being accessible for NHPC Allotment Tenants and agreed Contractors.	
HDC Decision	

DC/26/0110	ROFFEY NORTH
Site Address: 1 Lambs Farm Close, Horsham, RH12 4JZ. Proposal: Erection of a first floor side extension. Erection of a front entrance porch. Installation of bi-folding doors to the rear elevation. Installation of a window to the side elevation.	
Parish Council Comment 26/02/2026: No objection.	
HDC Decision	