



## NORTH HORSHAM PARISH COUNCIL

### MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 26<sup>th</sup> MARCH 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/113/26 Public Forum**

There were two members of the public present.

Representation was made by the two member/s of the public, in relation to Agenda item 9, regarding the Asset of Community Value Application - Land adjacent to Amberley Close Open Space. The members of the public both thanked North Horsham Parish Council (NHPC) for their support with the planning application that was made last year, that was refused by Horsham District Council (HDC), and for having this item on the Agenda. They both said how the land, which is very close to the Amberley Close play area, is used regularly by children playing on there, and by residents, using it as part of the open space, as they have done for years, and how losing it would be a real loss of a community asset, and will affect the local community. One Member of the public handed out a print out of a previous application for an Asset of Community Value within North Horsham Parish, for land at Lambs Crescent Green back in 2022, along with a map of where the land is, in reference to the land adjacent to the Amberley Close Open Space.

**PET/114/26 Apologies for absence**

Members **NOTED** the apology and reason for absence from Cllr. Simmonds. No apology for absence was received from Cllr. Dancer.

**PET/115/26 Declarations of Interest**

There was no declaration of interest declared.

**PET/116/26 Minutes**

The Minutes of the Committee Meeting held on 26<sup>th</sup> February 2026 were **AGREED** and signed by the Chairman as a true record.

**PET/117/26 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/118/26 Asset of Community Value Application - Land Adjacent to Amberley Close Open Space**

Following the recent application for development on the piece of land adjacent to Amberley Close Open Space, which has been refused by Horsham District Council (HDC), as noted at the Full Council Meeting held 8<sup>th</sup> January, a resident has suggested that the space be registered with HDC as an Asset of Community Value (ACV).

Any application would need to be made to HDC and further information may be found at:

<https://www.horsham.gov.uk/community/assets-of-community-value/what-is-an-asset-of-community-value> .

The definition of an ACV is :-

A building or piece of land that is used to further the social wellbeing or interests of the local community. Examples of community assets include:

- village shops
- pubs
- community centres
- children's centres
- allotments
- libraries

To be listed as an asset of community value, a piece of land or building must be nominated by an organisation with a local connection and meet certain legal criteria. A building or piece of land is deemed to have community value if:

- The use of the land or building currently, or in the recent past, furthers the social wellbeing or social interests of the local community. This includes cultural, recreational or sporting interests
- The use of the building or land will continue to further the social wellbeing or interests of the local community
- Meeting the interests of the community must be the principal purpose of the land or building

Members discussed the suggestion, and how the land provides an element of open space that is used by the public at large, and how many people assumed it was part of the open space, and during the Pandemic a few years ago, green spaces, including the Amberley Close Open Space, were very important to those residents without gardens. Members **AGREED** a recommendation to Council that an ACV application should be made for the land adjacent to Amberley Close Open Space.

**PET/119/26 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/26/0076  
 Address: 27 Glendale Close, Horsham, RH12 4GR.  
 Alleged breach: Stationing of mobile home in garden without planning permission

Ref: EN/26/0099  
 Address: 42 Pondtail Park, Horsham, RH12 5LD.  
 Alleged breach: Change of use of dwellinghouse to flats without planning permission

- ii. A further email was received from a resident of Lambs Farm Road requesting traffic calming measures, suggesting that at the mouth of Lambs Farm Road a sign could be installed alerting drivers of pedestrians in road or to beware as there were no safety crossings. A copy of the email, including the Clerk’s response, was circulated to all Members on their correspondence email dated 25th February 2026 and should Members wish to discuss this issue, the matter would need to be included on a future Agenda.
- iii. Members were reminded of application DC/25/0629 for the Novartis site regarding the residential development comprising 206 dwellings and a commercial unit, including the part-demolition and conversion of 'Building 3' and demolition of 'Building 36'. Vehicular access taken from Wimblehurst Road. Car and cycle parking, landscaping and open space and associated works, the replacement of the existing cedar trees at the site (amended proposal), that was last considered at the PET meeting on the 18<sup>th</sup> December 2025, with the following summary of comments made alongside the “No Objection” already submitted:

<b>DC/25/0629 - AMENDED PROPOSAL</b>	
<p><b>Site Address:</b> Former Novartis Site, Parsonage Road, Horsham, RH12 5AA.</p> <p><b>Proposal:</b> Residential development comprising 206 dwellings and a commercial unit, including the part-demolition and conversion of 'Building 3' and demolition of 'Building 36'. Vehicular access taken from Wimblehurst Road. Car and cycle parking, landscaping and open space and associated works. The replacement of the existing cedar trees at the site (amended proposal).</p>	
<p><b>Previous Proposal considered on 22/05/2025:</b> Residential development comprising approximately 206 dwellings, including the</p>	

conversion of 'Building 3' and demolition of 'Building 36'. Vehicular access taken from Wimblehurst Road. Car and cycle parking, landscaping and open space and associated works. The replacement of the existing cedar trees at the site.

**Previous Parish Council Comment 22/05/2025:**

No objection in principle and Members support the housing development on the Novartis site, however, they do have similar concerns as for DC/25/0415, regarding:

- The impact on the road network around and within the site including the access into and out of the site, the use of people on mobility scooters, and the width of the roads and concur with the concerns expressed by WSSC Highways regarding the extra work and information required.
- Vehicle access from the Lovell to the Muse site and concerned that residents will only be able to use one exit/entrance for the side of the development they are on.
- Parking within the site and the lack of spaces beside or in front of the properties with the concern that competing for unallocated spaces may occur that could lead to neighbour disputes further along the line. Members note that the parking meets the standard for WSSC Highways but feel it is not adequate for the site.
- The entrance from Wimblehurst Road needs to add more of a statement on entering the site.
- Density of the proposed properties within the site almost feels overdeveloped.
- The site will not be well served by local amenities.

Members do support the NHCLT with their ambition to have affordable properties on the site. The Parish Council were pleased to see the level of public response for the developments, both for and against, as well as the comments from Wimblehurst Road Residents Association, Horsham Blueprint and Horsham Society, which all helped the Committee when considering their comments.

**Parish Council Comment 18/12/2025:**

No objection to the amended proposal in principle, and Members support the redesign of 'Building 3'. Members noted the updated documents on the portal, however, they remain concerned about the following:

- The impact on the road network around and within the site including the access into and out of the site, the use of people on mobility scooters, and the width of the roads and concur with the concerns expressed by WSSC Highways regarding the extra work and information required.

<ul style="list-style-type: none"> <li>• Parking within the site and the lack of spaces beside or in front of the properties with the concern that competing for unallocated spaces may occur that could lead to neighbour disputes further along the line. Members note that the parking meets the standard for WSCC Highways but feel it is not adequate for the site.</li> <li>• The entrance from Wimblehurst Road needs to add more of a statement on entering the site.</li> </ul>	
<b>HDC Decision</b>	

The Parish Office recently received notification of the application being considered by Horsham District Council's (HDC's) Planning Committee on Tuesday 17<sup>th</sup> March 2026.

On Monday 9<sup>th</sup> March, Members were advised of the notification email and that as the Parish Council offered "No Objection" and the application is recommended for approval, there is no need for anyone from the Parish Council to address the Committee.

- iv. Members were asked to recall the Novartis Street Naming item on the Agenda for the February meeting (PET/110/26 refers). On Friday 27<sup>th</sup> February, the Committee Clerk contacted the family of the late Cllr. Peter Burgess to ask how they would feel about the suggestion of "Burgess Mews". On the 9<sup>th</sup> March, whilst still waiting to hear back from the family, due to the timings to let HDC know, the Committee Clerk sent HDC the comments of the Committee, so they can be considered, and said that if we hear from the family about the suggestion, we will update them. Since then, Cllr. K. Burgess contacted the Parish Office with no objection to the suggestion and said that as Peter served as a Parish Councillor for over 25 years, it was a nice tribute to him. The Committee Clerk contacted HDC to confirm the consent from the family of Cllr. Peter Burgess.
- v. Members were asked to recall the item on the Agenda for the February meeting (PET/111/26 refers), regarding the Fairfax Development of 120 homes on land East of Crawley Road, Faygate, Horsham. Contact has recently been made with the Consultancy firm for the Developers, to invite the Project Team to present to Members, for a Members Briefing, and they have been made aware of the Chairmans availability dates for March and April. On Thursday 19<sup>th</sup> March, the Consultancy firm came back to the Parish Office with two of the dates in April, that are suitable for the project team, and Members were made aware of this on the same day by the Clerk, and were asked to respond with their preferred date by Monday 23<sup>rd</sup> March, after which we will go with the most popular of the two dates. The Chairman advised a date had been agreed for a Members' Briefing from the developers of the site east of Crawley Road for Members of the Council to attend and details would be confirmed by email .

- vi. As Members were notified by email on 16th March, the examination of the Local Plan 2023-2040 will recommence on 21st April in the Council Chamber, Albery House in Springfield Road. In the email Members were reminded that when the previous hearings were scheduled, it was agreed at the PET Committee held 31st October 2024 (Min. PET/072/24 refers), that Members would be free to observe the hearings but that no one would attend and therefore, would not take part in the sessions. This decision would be carried over to the recommencement of the examination and therefore, NHPC would not be requesting to participate in any of the sessions.

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

**PET/120/26 Planning Appeals**

HDC recently advised that an appeal has been made to the Secretary of State against the Council's refusal of permission to vary or remove a condition or conditions, in relation to **DC/25/1620** - Chennells Brook House, North Heath Lane, Horsham, RH12 5PJ, for the variation of Condition 5 of previously approved application DC/17/1129 (Proposed demolition of existing garage and erection of detached outbuilding/studio) for outbuilding to be used for ancillary purposes and not to be separated or sold off as an independent planning unit of residential accommodation.

This application was last considered under the Parish Council's Scheme of Delegation on the 30<sup>th</sup> October 2025. The comment submitted was "*Objection. NHPC Members remain concerned about the outbuilding being used for residential purposes.*".

The appeal will be determined on the basis of Written Representations. The procedure to be followed is set out in Part 1 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009. As this appeal is proceeding under the **Householder Appeals Service**, there is no opportunity for the Parish Council to submit further comments. HDC have forwarded all the representations made to them on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

**PET/121/26 Planning Applications**

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 26<sup>th</sup> February 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/122/26 Planning Decisions**

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

**PET/123/26 Speeding along North Heath lane and surrounding roads**

The Parish Office was contacted last October by email from a resident concerned about the speed of traffic in the Parish, and in particular North Heath Lane, and there was a Chairman's Announcement about it at the October PET meeting (PET/061/25/xi refers).

The resident is concerned about the roads around North Horsham becoming a racetrack, and is particularly concerned about the speed of traffic along North Heath lane, Giblets Lane, Wimblehurst Road and surrounding roads, and anecdotally reported speeds of between 35 to 40 mph and in excess of 40 mph, and that there are no fixed speed cameras in those areas and that speed checks in the area have not been witnessed for over 15 years. The resident has safety concerns regarding the schools and nurseries within the area, and how they have often seen parents with young children trying to cross the roads, and unaccompanied young children along the same roads on their way to and from school.

The resident said how they feel it is not just a police matter, but a community matter, and they would ideally like to see one or more permanent speed cameras in the area but they are open to suggestions.

The Parish Clerk responded to the email and let the resident know that the issue of traffic through the Parish, including those exceeding the speed limit, has been discussed by the Council's Planning Environment & Transport Committee on several occasions over the last 12 months with members sharing their frustration about the behaviour of some road users. The Clerk explained that the Parish Council has no influence over the installation of Fixed Cameras or the locations of the Sussex Police camera vans and therefore, could not offer any comment on these issues, and how the Committee's discussions have included the potential for traffic calming on specific roads together with the possibility of a community speed watch, and back in November last year, the Committee welcomed Cllr Colin Bush from Trafalgar Neighbourhood Council who had experience of such an initiative for their "20 is plenty" campaign, and he addressed the committee about community led speed monitoring and Speed Indicator Devices (SID).

Members discussed the concerns of the resident with speeding along North Heath Lane, and one Cllr let Members know of a recent accident on that road, between two vehicles, that same day and how the police were in attendance. Members are concerned how the road appears to have seen an increased intensity of traffic using it as a route from Mowbray into town, and how the stretch of road between the shops on Coltsfoot Drive and the Giblets Way roundabout, seems to be the worst affected area for speeding. Members are concerned of the risk to safety of North Heath Lane residents and to pupils of the two schools.

Members **AGREED** they want to see traffic calming measures introduced on North Heath Lane, and support a speed limit reduction to 20 mph. Members **AGREED** for their comments to be sent to the WSCC Assistant Area Highway

Manager, to find out if they are aware of any proposed traffic calming measures for North Heath Lane. Members also **AGREED** for the two schools to be contacted, for their views of traffic on North Heath Lane.

**PET/124/26    Date of next Meeting**

The next meeting is scheduled for Thursday 30<sup>th</sup> April 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 8.08pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL  
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION  
26<sup>TH</sup> MARCH 2026**

<b>DC/26/0452</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 79 Pondtail Road, Horsham, RH12 5HP. <b>Proposal:</b> Surgery to 1 x Oak.	
<b>Parish Council Comment 26/03/2026:</b> No objection to the surgery of the Oak tree, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/26/0457</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 11 Britten Close, Horsham, RH13 6RZ. <b>Proposal:</b> Surgery to 2 x Oak.	
<b>Parish Council Comment 26/03/2026:</b> No objection to the surgery of the Oak trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/26/0265</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 9 Roebuck Close, Horsham, RH13 5UL. <b>Proposal:</b> Replacement windows and door.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/26/0270</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Mowbray Development Site, Land North of Horsham, Rusper Road, Horsham. <b>Proposal:</b> Removal of Conditions 2 and 7 of previously approved application DC/24/1927 (Application for approval of Reserved Matters (internal access, appearance, landscaping, layout and scale) pursuant to Condition 5 of Outline Planning Permission reference DC/16/1677 for RM Areas 5 and 6 comprising 206 (C3 Use) residential units, car and cycle parking, new landscaping, drainage, access and internal roads, and associated infrastructure) relating to water neutrality.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/26/0277</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 3 Coleridge Close, Horsham, RH12 5PB. <b>Proposal:</b> Erection of a single storey front bay extension.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/26/0094</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 23 Broadwood Close, Horsham, RH12 4JY. <b>Proposal:</b> Demolition of existing single story side extension. Erection of a two storey dwelling to end of terrace.	
<b>Parish Council Comment 26/03/2026:</b> Objection due to Members being concerned of overdevelopment of the site, of parking issues that could be exacerbated, of access to the site, and it being very close to the boundary of public open space.	
<b>HDC Decision</b>	

<b>DC/26/0258</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> Hassocks House, Comptons Brow Lane, Horsham, RH13 6BX. <b>Proposal:</b> Conversion of existing garage into habitable accommodation, extension and conversion of existing workshop into a garage with guest accommodation above, together with associated works to front garden.	
<b>Parish Council Comment 26/03/2026:</b> Objection due to Members being concerned this could result in an additional dwelling in an insufficient area with inadequate provision of parking.	
<b>HDC Decision</b>	

<b>DC/26/0208</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 29 Shepherds Way, Horsham, RH12 4LT. <b>Proposal:</b> Erection of a rear conservatory.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/25/1721 - Amended Application – Delegated Authority Decision Process used – NHPC Comment added 16/03/2026</b>	<b>HOLBROOK EAST</b>
<b>Site Address:</b> 1 Burns Close, Horsham, RH12 5PE. <b>Proposal:</b> Removal of the existing boundary wall/hedge and the installation of a new 1.8m high close board timber fence with a trellis above.	
<b>Previous Parish Council Comment 18/12/2025:</b> Objection. Members are concerned about the loss of visibility for motorists, and that it is not in keeping with the area.	
<b>Parish Council Comment 16/03/2026:</b> There is no change to the objection and comments previously made on the 18 <sup>th</sup> December 2025.	
<b>HDC Decision</b>	

<b>DC/26/0324</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> 60 Oriel Road, Horsham, RH12 6AH. <b>Proposal:</b> Erection of a rear outbuilding.	
<b>Parish Council Comment 26/03/2026:</b> No objection provided it is not used for residential purposes.	
<b>HDC Decision</b>	

<b>DC/26/0225</b>	<b>ROFFEY NORTH</b>
<b>Site Address:</b> 26 Amberley Road, Horsham, RH12 4LN. <b>Proposal:</b> Removal of Conditions 4 and 6 of previously approved application DC/24/1893 (Demolition of existing garages and erection of a three bed dwelling) relating to water neutrality.	
<b>Parish Council Comment 26/03/2026:</b> No objection but NHPC Members would like the Developer to continue with water conservation.	
<b>HDC Decision</b>	

<b>DC/26/0318</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 12 Forest Mews, Horsham, RH12 4GG. <b>Proposal:</b> Erection of a single storey rear extension and associated landscaping.	
<b>Parish Council Comment 26/03/2026:</b> No objection but NHPC Members have noted with concern the proximity of the trees.	
<b>HDC Decision</b>	

<b>DC/26/0295</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> North End House, Old Holbrook, Horsham, RH12 4TW. <b>Proposal:</b> Erection of a front porch, part single storey and part two storey rear extension and single storey side extensions.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>S106/26/0012</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Land North of Horsham, Old Holbrook, Horsham. <b>Proposal:</b> Discharge S106 obligation (DC/16/1677) relating to Phase 2 Reserved Matter Parcel Plan (Schedule 3 part 2 clauses 1 and 2).	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>S106/26/0013</b>	<b>HORSHAM RURAL</b>
<b>Site Address:</b> Land North of Horsham, Area 4, Phase 1, Mowbray, Old Holbrook, Horsham. <b>Proposal:</b> Details pursuant to Schedule 3, Part 2, paragraphs 4-9 (Affordable Housing Delivery Scheme) of the legal agreement (ref DC/16/1677) for Reserved Matters Area 4 within Phase 1 of the Mowbray Development Site.	
<b>Parish Council Comment 26/03/2026:</b> No objection.	
<b>HDC Decision</b>	

<b>DC/26/0373</b>	<b>HOLBROOK WEST</b>
<b>Site Address:</b> 60 Pondtail Road, Horsham, RH12 5HR. <b>Proposal:</b> Surgery to 1 x Walnut.	
<b>Parish Council Comment 26/03/2026:</b> No objection to the surgery of the Walnut tree, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/26/0425</b>	<b>ROFFEY SOUTH</b>
<b>Site Address:</b> 54 Wallis Way, Horsham, RH13 6ST. <b>Proposal:</b> Surgery to 3 x Oak.	
<b>Parish Council Comment 26/03/2026:</b> No objection to the surgery of the Oak trees, subject to the comments of HDC's Tree Officer.	
<b>HDC Decision</b>	

<b>DC/26/0376</b>	<b>HOLBROOK EAST</b>
<p><b>Site Address:</b> 1 Bailey Close, Horsham, RH12 5QR.</p> <p><b>Proposal:</b> Erection of a single storey front extension, a two-storey rear and side extension with a single storey infill rear extension.</p>	
<p><b>Parish Council Comment 26/03/2026:</b> No objection.</p>	
<b>HDC Decision</b>	

<b>DC/26/0402</b>	<b>ROFFEY NORTH</b>
<p><b>Site Address:</b> 8 Amberley Close, Horsham, RH12 4LL.</p> <p><b>Proposal:</b> Erection of a single storey front, side and rear extensions with related roof extensions and installation of rooflights.</p>	
<p><b>Parish Council Comment 26/03/2026:</b> Objection due to Members being concerned of it being close to the boundary, being an excessive size for the location, and overdevelopment.</p>	
<b>HDC Decision</b>	