



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 30TH APRIL 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/125/26 Public Forum

There were no members of the public present.

PET/126/26 Apologies for absence

Members **NOTED** the apology and reason for absence from Cllrs. Mahon, Rickett BEM, and Searle. No apology for absence was received from Cllr. Dancer.

PET/127/26 Declarations of Interest

There was no declaration of interest declared.

PET/128/26 Minutes

The Minutes of the Committee Meeting held on 26th March 2026 were **AGREED** and signed by the Chairman as a true record.

PET/129/26 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/26/0112

Address: 1A Quarry Close, Rusper Road, Horsham, RH12 5QN.

Alleged breach: Breach of condition 4 of application DC/25/0220.

Ref: EN/26/0132

Address: 5 Coniston Close, Horsham, RH12 4GU.

Alleged breach: Development approved under applications not in accordance with approved plans DC/25/0305 and DC/25/0954 (no glazing bars in windows).

Ref: EN/26/ 0136

Address: 1 Bailey Close, Horsham, RH12 5QR.

Alleged breach: Erection of lean to structure without planning permission.

Ref: EN/26/0139

Address: South Lodge, Langhurst Wood Road, Horsham, RH12 4QD.
Alleged breach: Demolition of property without planning permission.

Ref: EN/26/0142

Address: 5 Coniston Close, Horsham, RH12 4GU.

Alleged breach: Erection of replacement garden cabin without planning permission.

- ii. Members recalled the most recent Chairmans Announcement regarding a proposed Network Rail meeting, at the PET meeting on 26th February 2026 (PET/104/26/ii 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 the 23/04/2026, no response had been received. If no response is received before the May PET meeting, contact will be made in early June 2026.
- iii. Members were asked to recall the Agenda item regarding speeding along North Heath Lane and surrounding roads that was discussed at the PET meeting in March 2026 (PET/123/26 refers). Recent contact was made with the WSCC Assistant Area Highway Manager to find out if they've had any recent contact from anyone about speeding around North Heath Lane, and if they are aware of any proposed traffic calming measures for North Heath Lane, and they responded the same day with the below message:

I have checked our records and can confirm that we have not received any correspondence from either residents or councillors regarding a Traffic Regulation Order (TRO) or any traffic-calming schemes along North Heath Road.

That said, I would be happy to discuss this further and to look into any proposals that North Heath Parish Council may wish to pursue.

Please do let me know how you would like to proceed

Kind regards,

Recent contact was also made with Holbrook Primary School, and North Heath Community Primary School, who are both situated off North Heath Lane, to find out the Headteachers views on traffic on North Heath Lane and its surrounding roads, and both are yet to respond to the emails.

- iv. Since the Chairmans Announcement at the March PET meeting (PET/119/26/v refers), regarding the Fairfax Development of 120 homes on land East of Crawley Road, Faygate, Horsham, a Members Briefing from the Fairfax Development Project Team was held with Members of North Horsham Parish Council (NHPC), on Thursday 16th April 2026. Notes from the briefing have been circulated to all Councillors.

- v. Members were advised of recent notification from HDC that neither CIBA or Novartis will be used as street names for the Novartis site. Novartis street naming was an Agenda item at the February PET meeting (PET/110/26 refers).

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

PET/130/26 Planning Appeals

Horsham District Council (HDC) recently advised of an appeal made to the Secretary of State against the Council's failure to determine the application within the statutory period, in relation to DC/26/0024 - Bentley House, North Heath Lane Industrial Estate, North Heath Lane, Horsham, RH12 5QE, for the change of use of building to provide 9 residential units. The Planning Inspectorate Reference is 6007051. This application was last considered under the Parish Council's Scheme of Delegation on the 27th January 2026. The comment submitted was "No objection in principle, however, Members have concerns for the safety of potential residents and regarding access".

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. 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. If further comment is agreed to be added, or to modify/withdraw our previous comment, it can be done online at <https://appeal-planning-decision.service.gov.uk/comment-planning-appeal/enter-appeal-reference>.

The procedure to be followed is set out in Part 2 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009, as amended. HDC have forwarded all representations made to them on the application to the Planning Inspectorate and appellant. HDC must receive all representations 12th May 2026, and any 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. Please note that representations submitted to the Planning Inspectorate will be copied to the appellant and local planning authority and will be considered by the Inspector when determining the appeal.

The appeal documents can be viewed on the Council's website at <https://publicaccess.horsham.gov.uk/public-access/> by searching using the planning application reference DC/26/0024. A copy of the Council's statement should also be available on the council's website, but please do not delay sending your own representations if the statement is not available.

Members **NOTED** the Appeal received since the last meeting

PET/131/26 Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 26th March 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/132/26 Planning Decisions

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

PET/133/26 Date of next Meeting

The next meeting is scheduled for Thursday 28th May 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 7.52pm.

.....Chairman

.....Date

Unconfirmed

NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
30TH APRIL 2026

DC/26/0593	HOLBROOK EAST
Site Address: 28 Winterbourne, Horsham, RH12 5JW. Proposal: Variation of condition 3 of previously approved application reference DC/24/1325 (Erection of an infill ground floor extension with a first-floor extension over. Extension to existing garage to provide additional bedrooms.) Re changes to roof tile specification.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0293	HOLBROOK EAST
Site Address: 95 Ropeland Way, Horsham, RH12 5NZ. Proposal: Surgery to 1 x Oak.	
Parish Council Comment 30/04/2026: No objection to the surgery, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0468	HOLBROOK WEST
Site Address: 8 Heather Close, Horsham, RH12 5XD. Proposal: Erection of new front wall to property and increased height to side boundary wall.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0481	ROFFEY SOUTH
Site Address: 7 Rowan Way, Horsham, RH12 4NS. Proposal: Erection of a single storey side and rear extension, and conversion of garage into habitable living space.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0508	HOLBROOK EAST
Site Address: 2 Gateford Drive, Horsham, RH12 5FW. Proposal: Demolition of existing detached garage and erection of replacement garage with home office accommodation at first floor level.	
Parish Council Comment 30/04/2026: No objection, providing it is not used as a separate unit for residential purposes.	
HDC Decision	

DC/26/0447	ROFFEY NORTH
Site Address: 23 Clovers End, Horsham, RH12 4LU. Proposal: Installation of dropped kerb and parking space.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0543	ROFFEY NORTH
Site Address: 79 Lambs Farm Road, Horsham, RH12 4LE. Proposal: Erection of single storey side and rear extension.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/25/0151	HORSHAM RURAL
Site Address: Land To The North and South of Mercer Road, Warnham, West Sussex. Proposal: Redevelopment of the site to provide 302 residential units, parking, a retail unit, public car park, public open space, attenuation basins and landscaping.	
Previous Proposal April 2025: Redevelopment of the site to provide 304 residential units, parking, a retail unit, public car park, public open space, attenuation basins and landscaping.	
Previous Parish Council Comment 17/04/2025: Objection at this stage, due to overdevelopment and inappropriate location of site, lack of facilities and infrastructure, and lack of evidence of the developers working with Mowbray to compliment that development. NHPC Members noted the concerns of WSCC and endorse those, and are also very disappointed that the developers have not approached the Parish Council to enable questions to be asked of the development and discussed, before a decision on the application was made.	
Parish Council Comment 30/04/2026: Objection, and no change to previous comment made on 17/04/2025, which still stands. Members noted the concern of the Environment Agency regarding the Flood Risk Assessment, and noted the commercial space within the plans.	
It was noted that the application appears to be slightly amended since the original application from April 2025, and there are a number of additional documents on the Portal dated 2026.	
HDC Decision	

DC/26/0570	HOLBROOK WEST
Site Address: 9 Haybarn Drive, Horsham, RH12 5JF. Proposal: Surgery to 1 x Oak.	
Parish Council Comment 30/04/2026: No objection to the surgery, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0494	ROFFEY SOUTH
Site Address: 2 Woodland Close, Horsham, RH13 6AN. Proposal: Surgery to 1 x Oak.	
Parish Council Comment 30/04/2026: No objection to the surgery, subject to the comments of HDC's Tree Officer.	
HDC Decision	

S106/26/0020	HORSHAM RURAL
Site Address: Mowbray, Old Holbrook, Horsham. Proposal: Discharge of schedule 4, part 5, clause 1.1 (open access ball courts) and schedule 4, part 6, clause 1.1 (neighbourhood equipped area of play) if the S106 agreement (DC/16/1677) in connection with phase 2.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0599	ROFFEY NORTH
Site Address: 114 Rusper Road, Horsham, RH12 4BW. Proposal: Removal of existing dormer and erection of a replacement dormer with photovoltaic panels on roof and new second floor window to the southern (side) elevation.	
Parish Council Comment 30/04/2026: No objection, but Members raised some concern about the design.	
HDC Decision	

DC/26/0251	ROFFEY NORTH
Site Address: 6 Willow Road, Horsham, RH12 4UN. Proposal: Erection of a single storey rear extension.	
Parish Council Comment 30/04/2026: No objection.	
HDC Decision	

DC/26/0258 – AMENDED APPLICATION	ROFFEY SOUTH
Site Address: Hassocks House, Comptons Brow Lane, Horsham, West Sussex. Proposal: 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. An Amended plan has been received.	
Previous Parish Council Comment 26/03/2026 Objection due to Members being concerned this could result in an additional dwelling in an insufficient area with inadequate provision of parking.	
Parish Council Comment 30/04/2026: Objection, and no change to previous comment made on 26/03/2026, which still stands.	
HDC Decision	