



NORTH HORSHAM PARISH COUNCIL

MINUTES OF THE PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE MEETING HELD AT ROFFEY MILLENNIUM HALL, CRAWLEY ROAD, HORSHAM ON THURSDAY 28TH MAY 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/001/26 To elect a Chairman**
After being nominated by Cllr. S Wilton, and seconded by Cllr. R. Knight, Cllr R. Turner was elected Chairman of the Committee.
- PET/002/26 To elect a Vice Chairman**
After being nominated by Cllr. R. Turner, and seconded by Cllr. Mrs S. Wilton, Cllr. J Davidson was elected Vice Chairman of the Committee.
- PET/003/26 Public Forum**
There was one member of the public present who was a HDC Councillor, who confirmed that they did not want to speak about anything in particular, apart from they are keeping an eye on a permitted application on the Decision list for the meeting, DC/26/0094 – 23 Broadwood Close, Horsham, RH12 4JY, that NHPC Members objected to on the 26th March 2026.
- PET/004/26 Apologies for absence**
Members **NOTED** the apology and reason for absence from Cllrs. Burgess and Rickett BEM. No apology for absence was received from Cllr. Dancer. Cllr. Mahon was not present at the start of the meeting but arrived just before agenda item 9, regarding the Planning Applications to be discussed.
- PET/005/26 Declarations of Interest**
Cllr. Knight declared a non-pecuniary interest in application DC/26/0585 due to a family member living in that area of Warnham.
- PET/006/26 Minutes**
The Minutes of the Committee Meeting held on 30th April 2026 were **AGREED** and signed by the Chairman as a true record.

PET/007/26 Chairman's Announcements

- i. Members noted the following compliance complaint that had been received since the last meeting within the North Horsham Parish:

Ref: EN/26/0153

Address: 42 Brushwood Road, Horsham, RH12 4PE.

Alleged breach: Erection of boundary railing between no's 42 and 44 on open plan estate without planning permission.

Ref: EN/26/0163

Address: 8 Littlehaven Lane, Horsham, RH12 4JA.

Alleged breach: Untidy property.

Ref: EN/26/0175

Address: 85 Crawley Road, Horsham, West Sussex, RH12 4DS.

Alleged breach: Erection of a shed in rear garden without planning permission.

- ii. The Parish Office was recently copied into an email from SGN to the local WSCC/HDC Councillors seeking their comment on a proposed temporary storage and welfare area in York Close. They are proposing to use this area from 10 August to 7 September 2026 and have given assurances that the area will be securely fenced, kept tidy throughout the duration of the works, and fully reinstated once the site is cleared. Any surface damage caused by the temporary installation will be repaired to the appropriate standard. As the proposed area is near residential properties, those households will be contacted directly to explain the purpose of the compound and provide a named company contact should they have any concerns during the works. The deadline for any comment is 2nd June but as NHPC was only copied into the email, the matter was not been placed onto the Agenda for discussion. If Members do have any comment, they need to please contact Cllr Jay Mercer or Cllr Sam Raby directly, as they are the Councillors being consulted. Cllr. Searle confirmed they had recently sent their comments to the named WSCC Councillors



- iii. The Chairman reminded Members of the Extraordinary meeting proposed to be on the 10th June 2026.
- iv. The Chairman let Members know that both he and Cllr. Wilton attended an Online presentation by Horsham District Council (HDC), regarding the Local Plan review, and went on to say that Members will have the opportunity to comment in due course, but timing is tight and there may have to be an Extraordinary meeting in July.

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

PET/008/26 Planning Appeals

There have been no new Appeals lodged since the last meeting.

Recent notification has been received from HDC that the Appeal, ref. 6004083, has been Dismissed in respect of 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. This application was last referenced as a lodged appeal at the February PET meeting (Min. PET/105/26 refers).

Decision: Members **NOTED** the Appeal decision received since the last meeting.

PET/009/26 Planning Applications

Members **NOTED** receipt of the schedule of Planning Applications received under the Town and Country Planning Act 1990 from HDC since 30th April 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/010/26 Planning Decisions

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

PET/013/26 Date of next Meeting

The next meeting is scheduled for Thursday 25th June 2026 at 7.30pm.

There being no other business, the Chairman closed the meeting at 7.57pm.

.....Chairman

.....Date

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
28TH MAY 2026**

DC/26/0759	ROFFEY NORTH
Site Address: 54 Parsonage Road, Horsham, RH12 4AN. Proposal: Removal or Variation of Condition 4 of previously approved application DC/25/0508 (Erection of a single storey rear extension with roof terrace and rear dormer) to replace the existing tiles with slate grey and to change the approved tile hung finish on the dormer with cement fibre cladding.	
Parish Council Comment 28/05/2026: No objection provided the suggested materials reach environmental standards.	
HDC Decision	

DC/26/0851	HOLBROOK EAST
Site Address: 3 Raven Close, Horsham, RH12 5FX. Proposal: Surgery x 1 Oak.	
Parish Council Comment 28/05/2026: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0671	ROFFEY SOUTH
Site Address: Land Off Old Crawley Road, Faygate, West Sussex Proposal: Outline Application for a development of up to 120 dwellings (including 45% affordable) with all matters reserved except for access.	
Parish Council Comment 28/05/2026: Objection. Members feel that although this application is for a smaller amount of houses than the one refused in 2019, the development still falls within The High Weald Area of Outstanding Natural Beauty (ANOB). Members have concerns regarding access to and from the site being off Crawley Road, and feel the access should be off Old Crawley Road, and they have concerns on the impact between the Moorhead Roundabout and Earls Meadow. Members also have concerns regarding the parking as they feel it is very common for people with parking behind the property, tending to park in front of it or next to it, on the pavement or on grassland. Members noted the application refers to the address being in Faygate, but it is within Roffey.	
HDC Decision	

S106/26/0025 – Says ‘Not - Not Required Return’ on the Letter	HORSHAM RURAL
Site Address: Land Parcel at 518618 134195 Old Holbrook, Horsham, West Sussex. Proposal: Application for discharge of S106 Obligations (Schedule 4, Parts 2, 4, 8 & 9) of Outline Planning Per-mission reference DC/16/1677 relating to details of the Sports Hub.	
Parish Council Comment 28/05/2026: No objection.	
HDC Decision	

DC/26/0790 - Not Required on Return	HORSHAM RURAL
Site Address: Fisher Clinical Services Uk Ltd, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: Prior notification to install solar pv panels on the roof tops using flat roof system.	
Parish Council Comment 28/05/2026: No comment to make.	
HDC Decision	

DC/26/0557	HORSHAM RURAL
Site Address: Langhurst Park, Langhurst Wood Road, Horsham, RH12 4QD. Proposal: Erection of an additional cryogenic storage facility in temporary portacabin structure.	
Parish Council Comment 28/05/2026: No objection.	
HDC Decision	

DC/26/0571	ROFFEY SOUTH
Site Address: 30 Sycamore Avenue, Horsham, RH12 4TS. Proposal: Replacement of existing flat roof with pitched roof over garage and front porch.	
Parish Council Comment 28/05/2026: No objection.	
HDC Decision	

DC/26/0705	ROFFEY SOUTH
Site Address: 31 Wood End, Horsham, RH12 4NT. Proposal: Surgery to 1x Oak.	
Parish Council Comment 28/05/2026: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0615	ROFFEY NORTH
Site Address: 245 Crawley Road, Horsham, RH12 4HF. Proposal: Erection of a part single-storey, part two-storey extension.	
Parish Council Comment 28/05/2026: No objection, but Members understand there is a business that runs from the property currently.	
HDC Decision	

DC/26/0585 – Sent to NHPC due to land in question also bordering North Horsham Parish	WARNHAM PC – ITCHINGFIELD, SLINFOLD, WARNHAM
Site Address: Land at Station Road, Warnham, RH12 3SR. Proposal: Outline application for the erection of approximately 24 residential dwellings, with all matters reserved except for access.	
Parish Council Comment 28/05/2026: No objection subject to the flooding issues being resolved.	
HDC Decision	

DC/26/0663	ROFFEY NORTH
Site Address: 102 Lambs Farm Road, Horsham, RH12 4LR. Proposal: Creation of new window to front elevation and Installation of side rooflight.	
Parish Council Comment 28/05/2026: No objection.	
HDC Decision	

DC/26/0646 – Found on Parish Order Doc 11/05/26 – NOT REQUIRED ON RETURN	HOLBROOK EAST
Site Address: Former Novartis Site, Parsonage Road, Horsham, RH12 5AA. Proposal: Non Material Amendment to previously approved application DC/25/0415 (The construction of 244 new homes (Use Class C3) with vehicular and pedestrian access from Parsonage Road, public open space, landscaping, parking and associated works) for the replacement of the Parking Strategy Plan to show amended split between allocated and unallocated car parking spaces and amendments to 3 x house types to provide separate kitchens.	
Parish Council Comment 28/05/2026: No comment to make.	
HDC Decision	

S106/26/0024 - Says 'Not - Not Required Return' on the Letter	HORSHAM RURAL
Site Address: Land Parcel at 518618 134195, Old Holbrook, Horsham. Proposal: Application for Discharge of S106 Obligations (Schedule 3, Part 2) of Outline Planning Permission reference DC/16/1677: Phase 1 Reserved Matters Areas Plan.	
Parish Council Comment 28/05/2026: No objection.	
HDC Decision	

DC/26/0728	ROFFEY SOUTH
Site Address: 90 Wallis Way, Horsham, RH13 6ST. Proposal: Fell 1x Oak and surgery to 1x Oak.	
Parish Council Comment 28/05/2026: No objection to the felling of the Oak, nor to the surgery of an Oak, subject to the comments of HDC's Tree Officer. The Committee would like to see that the felled tree is replaced with an appropriate native species.	
HDC Decision	

DC/26/0777	ROFFEY NORTH
Site Address: 14 White Horse Road, Horsham, RH12 4UL. Proposal: Surgery 2x Silver Birch.	
Parish Council Comment 28/05/2026: No objection to the surgery of the trees, subject to the comments of HDC's Tree Officer.	
HDC Decision	

DC/26/0812	ROFFEY SOUTH
Site Address: 42 Roebuck Close, Horsham, RH13 5UN. Proposal: Surgery x 1 Oak.	
Parish Council Comment 28/05/2026: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	