

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 25TH JUNE 2026 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

**CLERK'S REPORT TO BE READ IN CONJUNCTION WITH THE AGENDA
Numbers relate to those on the Agenda.**

1. Public Forum

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

3. Declaration of Interests

Members are advised to consider the Agenda for the meeting and determine in advance if they may have a **Personal, Disclosable Pecuniary or Other Registrable Interest** in any of the Agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the Agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber, unless they have received a dispensation.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

Decision: To receive any Declarations of Interest from Members of the Committee.

5. Chairman's Announcements

The following announcements are for information only. Should Members wish to discuss any of the issues referred to on a future Agenda, this must be via a request to the Chairman of the Committee.

- i.* Members are asked to note that no compliance complaints have been received since the last meeting within the North Horsham Parish.
- ii.* Members are asked to recall the most recent Chairman's Announcement regarding a proposed Network Rail meeting, at the PET meeting on the 30th April 2026 (Min. PET/129/26/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

18/06/2026, no response has been received. If no response is received before the August PET meeting, the next contact will be made in early September 2026.

- iii.* Members are asked to recall the last time there was an Agenda item regarding speeding on Lambs Farm Road at the PET meeting in June 2025 (min. PET/018/25 refers), and a Chairman's Announcement regarding the update on the TRO application at the PET meeting in October 2025 (Min.PET/061/25/iii refers). On Wednesday 3rd June 2026, the Clerk submitted a Community Highway Scheme (CHS) application for a 20 mile per hour speed limit between the school on Lambs Farm Road and just past the row of shops, with the support from West Sussex County Council (WSCC) Cllr. Jay Mercer. This was done in time for the deadline for the 2026 round up of CHS applications next month.

6. Planning Appeals

No Appeals have been received or determined since the last meeting.

Decision: To note that there have been no Appeals received or determined since the last meeting

7. Planning Applications

The current list of Planning Applications for comment is attached as **Appendix 1**.

Decision: To consider Planning Applications received since 28th May 2026.

8. Planning Decision

The current list of Planning Decisions by HDC is attached as **Appendix 2**.

Decision: To note the Schedule of Planning Decisions made by Horsham District Council since the last meeting in respect of previous applications.

9. Speed Indicator Devices (SIDs) within the Parish

The Council has recently been approached by residents concerned about speeding in the Parish with particular mention of Lambs Farm Road (as previously discussed), and also Rusper Road. All members were copied into the correspondence regarding the latter on the weekly emails dated 29.04.26 and 06.05.26. The Council could explore the purchase of a SID device, liaise with Highways about potential installation sites and if wishing to, Council could agree to use CIL Funding for the purchase of the equipment.

Members are reminded that NHPC is already expecting a CHS application to be considered by WSCC reducing the speed limit from 30mph to 20mph on a stretch of Lambs Farm Road, as per the Chairman's Announcement.

Decision: To consider exploring the purchase and installation of SIDS at places to be identified within the Parish and agree how to proceed.

10. Speed Limit Reduction on Harwood Road

A resident has recently been in contact with the Parish Office as they are preparing a Community Highways Scheme (CHS) application to reduce the speed limit from 40mph to 30mph on the stretch of Harwood Road that is outside of North Horsham Parish, from Redkiln Way roundabout to the roundabout junction with Kings Road/ Foundry Lane. WSCC Cllr Nigel Dennis supports the application, but it has been suggested that it would be sensible to consider a complete road rather than the section currently proposed.

NHPC is therefore being asked for support to extend the 30mph limit that ceases around the Falklands Avenue junction, all the way down past the Redkiln Way roundabout.

The NHPC section of Harwood Road falls into two WSCC Wards; St Leonards Forest (Cllr Sam Raby) and Horsham East (Cllr Jay Mercer). Cllr Jay Mercer has advised the following :-

This is something that the three county councillors through whose divisions Harwood Road passes have agreed that we should do. So, yes, I would support it.

Members are reminded that NHPC is already expecting a CHS application to be considered by WSCC reducing the speed limit from 30mph to 20mph on a stretch of Lambs Farm Road, having been deemed too costly for the standard TRO application that was submitted last year.

Decision: To consider support for a Speed Limit Reduction on Harwood Road

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
25TH JUNE 2026**

S106/26/0027	HORSHAM RURAL
Site Address: Land Parcel at 518618 134195, Old Holbrook, Horsham, West Sussex. Proposal: Details pursuant to Schedule 4, Part 15 of the legal agreement (ref DC/16/1677) for the Phase 2 Eastern Allotments Specification.	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0902	HOLBROOK WEST
Site Address: 32 Greenfinch Way, Horsham, RH12 5HB. Proposal: Surgery x 1 Oak.	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0920	HOLBROOK WEST
Site Address: 74 Gorringes Brook, Horsham, RH12 5HH. Proposal: Surgery to 1x Oak.	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0900	HOLBROOK EAST
Site Address: 44 Brook Road, Horsham, RH12 5FY. Proposal: Surgery x 1 Oak.	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0894	HOLBROOK WEST
Site Address: 33 Skylark View, Horsham, RH12 5EA. Proposal: Erection of a first-floor side extension over existing garage, and partial conversion of garage into habitable living space and associated alterations.	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0877	ROFFEY NORTH
<p>Site Address: 34 Rusper Road, Horsham, RH12 4BD. Proposal: Demolition of existing single storey rear extensions and erection of a single storey rear extension. Conversion of loft into habitable living space and installation of a rear dormer. Replacement of garage roof with flat sedum roof including solar panels. Alterations to fenestration.</p>	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0876 – NOT REQUIRED ON RETURN	HOLBROOK EAST
<p>Site Address: Land at Former Novartis Site, Parsonage Road, Horsham, West Sussex. 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.) amendments to highways network and drainage infrastructure.</p>	
Parish Council Comment 25/06/2026:	
HDC Decision	

DC/26/0956	HOLBROOK EAST
<p>Site Address: 15 Tern Avenue, Horsham, RH12 5AT. Proposal: Conversion of garage to habitable space together with the replacement of front garage door with window and installation of window to rear.</p>	
Parish Council Comment 25/06/2026:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS
28.05.2026 – 25.06.2026**

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

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

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

DC/26/0024	HOLBROOK WEST
Site Address: Bentley House, North Heath Lane, Industrial Estate, North Heath Lane, Horsham, RH12 5QE. Proposal: Change of use of building to provide 9 residential units.	
Parish Council Comment 29/01/2026: No objection in principle, however, Members have concerns for the safety of potential residents and regarding access.	
HDC Decision	Non-determination