

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 23rd JULY 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 were advised by email on 29th June that application DC/26/0663 would be going to the July HDC Planning Committee as the applicant was an HDC employee. With the Parish Council not offering any objection to the application, and with no comments to the contrary, no speaker slot was requested for the HDC meeting.

- iii. Members are asked to recall an item on the June Agenda regarding Speed Limit Reduction on Harwood Road (Min. PET/006/26 refers). An **AGREED** action from the meeting was to ask West Sussex County Council (WSCC) for a review on the speed limits between the Moorhead roundabout and Redkilyn Way. This was done in early July and the WSCC Assistant Area Highway Manager (AAHM) responded with the following email:

I have recently taken the speed reduction of Harwood Road to a Community Highway Scheme, in which it did not score high enough at moderation. I have had discussions with [@Jay Mercer](#) regarding this issue and the thought is to get all three council areas of Harwood Road to combine, join forces and attempt to get a reduction for the whole of Harwood road.

Having said this, nothing has been confirmed and it was an informal conversation.

The Committee Clerk went back to the WSCC AAHM with the full comments from Members and a summary, to which he responded with the following email:

As there is no recorded collision pattern and, from the Community Highway Scheme submissions I have previously reviewed, no evidence of a significant speeding issue, I am doubtful that the Road Safety Team would be able to justify a formal assessment at this time. Given the limited resources available within a relatively small team, they have to prioritise locations where there is a demonstrated road safety concern.

I have requested updated speed survey data and expect to receive this within the next few days. Once I have it, I will be happy to share the results with you, along with a copy of the County Council's Speed Limit Policy for reference.

It would also be helpful to understand exactly what outcome the Town Council is looking to achieve. Once I have a clearer understanding of the objectives, I can provide more informed advice on what may be possible and whether there are any measures available that could help support the Council's aims.

The WSCC AAHM sent speed data over to the Chairman and Members are to let the Chairman know if they would like this to go back on a future Agenda.

- iv. Members are asked to recall an item on the June Agenda regarding Speed Indicator Devices (SIDs) within the Parish (Min. PET/005/26 refers). An **AGREED** action from the meeting was to investigate further with the cost of SIDs and what models are available and if once installed, can they be moved if needed, and determine appropriate installation sites with Highways. In early July, an email was sent to the WSCC AAHM to ask if they could advise on where to go for costs for the equipment needed, and if they could let us know anything that our Members should bear in mind when thinking of setting up SIDs. They were also asked if once the Planning Committee Members know about the costs, and are ready to take the next step, if they would be ok to have a meeting with the Chairman, and the Clerk, to discuss potential installation sites within the Parish.

The WSCC AAHM responded with the below email:

Unfortunately, I am unable to assist with sourcing the equipment itself, as my role is limited to licensing equipment within the public highway. The procurement and ongoing maintenance of the equipment would be the responsibility of the Town Council, as would the installation works.

A company that I have worked with previously and would recommend contacting is Wilbar Associates Ltd, who should be able to provide advice on both the equipment and installation requirements.

Please note that the following figures are only indicative and should not be relied upon for budgeting purposes. From my experience, a Speed Indicator Device (SID) is typically in the region of £3,000, and the installation of a single pole can cost around £1,000, although actual costs will depend on the equipment specification, site conditions, and supplier rates.

Once you have obtained quotations and identified potential locations, please do get back in touch. I would be happy to undertake a site assessment and advise whether the proposed locations are suitable from a highway perspective before progressing to the next stage of the process.

An email was sent to Wilbar Associates Ltd to ask if they could advise on costs for the equipment required and for the installation, and if they know of anything our Members should bear in mind when thinking of setting up SIDs. Wilbar Associates advised that they can provide installation costs and advised contact is made with Elan City to ask for estimated costs for the SID equipment who provided

Estimated costs have now been obtained for the SID equipment and for the installation, and they are ready to go on a report for a future Agenda item which can be for the August or September PET meeting.

6. Planning Appeals

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

Recent notification has been received from HDC that the Appeal, ref.6005580, has been Dismissed in respect of 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 referenced as a lodged appeal at the March PET meeting (Min. PET/120/26 refers).

Decision: To note that no new Appeals have been received, and to note the dismissal of the Appeal in relation to Chennells Brook House, North Heath Lane, Horsham.

7. Planning Applications

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

Decision: To consider Planning Applications received since 25th June 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. Traffic Regulation Order (TRO) Consultation - Crawley Road, Horsham

Notification of a TRO consultation for three sites in Horsham Town, Broadbridge Heath and North Horsham has recently been received by the Parish Office, reference **HOR8019RC** and the TRO relating to NHPC is at Crawley Road. The proposals relate to the County Councils approach to bus service provision and their Bus Stop improvement Programme which will implement route corridor improvements. To facilitate these, changes are required to existing waiting restrictions with the introduction of new lengths of double yellow lines.

The change in Crawley Road, North Horsham is to extend the existing double yellow lines on the north side by 8.5m. The bus cage markings for Corner bus stop, located west of the junction with Harwood Road, are to be moved slightly westwards. This relocation would create an uncontrolled length of carriageway between the existing double yellow line restrictions and the proposed bus cage markings. An extension of the double yellow line restrictions is required to prevent parking and to ensure buses can manoeuvre safely when exiting the bus stop

Please see West Sussex County Council notification attached as **Appendix 3**.

Decision: To discuss and agree on any comments.

10. Traffic Calming on Crawley Road, North Horsham.

In the report to the Council Meeting held 2nd July 2026 (Min. FC/43/26 refers), from the Community Engagement sessions held on Saturday 27th June 2026, Members heard that concerns had been raised by residents about the pinch point traffic calming in Crawley Road and in particular, the lack of access to the cycle lanes due to parked cars and vegetation. The Council agreed that the matter should be referred to this Committee for further discussion and to agree any action.

Decision: To discuss and agree any action

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
23RD JULY 2026**

DC/26/1002	HOLBROOK WEST
Site Address: 2 Skylark View, Horsham, RH12 5EA. Proposal: Demolition of existing conservatory and erection of single storey rear extension with removal of rear door to garage.	
Parish Council Comment 23/07/2026:	
HDC Decision	

DC/26/1023	HOLBROOK EAST
Site Address: 51 Brook Road, Horsham, RH12 5FS. Proposal: Erection of a part single storey, part two storey front extension and installation of a side window.	
Parish Council Comment 23/07/2026:	
HDC Decision	

DC/26/0909	HORSHAM RURAL
Site Address: Land North of Horsham, Horsham, West Sussex. Proposal: Reserved matters application (internal access, appearance, landscaping, layout and scale) pursuant to Condition 5 of Outline Planning Permission reference DC/16/1677 for Phase 1 RM Area 4 comprising 82 (C3 Use) residential units, car and cycle parking, new landscaping, drainage, access and internal roads and associated infrastructure.	
Parish Council Comment 23/07/2026:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS
25.06.2026 – 23.07.2026**

DC/26/0974 – NOT REQUIRED ON RETURN	HORSHAM RURAL
Site Address: Telecommunications Mast 11774, Old Holbrook, North Horsham, Rusper Road, Horsham, RH12 5JW. Proposal: Installation of 1No SUEZ CVX-165 omni-directional antenna, 1No SUEZ modem (with integrated ventilation valve) and associated ancillary equipment, all mounted onto proposed equipment support bracket.	
Parish Council Comment 25/06/2026: No comment to make.	
HDC Decision	NO COMMENTS TO MAKE

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	PRIOR APPROVAL NOT REQUIRED

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	PERMITTED

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	PERMITTED

DC/26/0663	ROFFEY NORTH
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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	PERMITTED

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	PERMITTED

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	PERMITTED

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	PERMITTED

DC/26/0373	HOLBROOK WEST
Site Address: 60 Pondtail Road, Horsham, RH12 5HR. Proposal: Surgery to 1 x Walnut.	
Parish Council Comment 26/03/2026: No objection to the surgery of the Walnut tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED
DC/25/1543	HORSHAM RURAL
Site Address: Land Parcel at 519887 133300 Rusper Road, Horsham, West Sussex.	

Proposal: Construction of Primary Road from the Left-In, Left-Out junction with the A264 (constructed pursuant to Outline Planning Permission DC/16/1677) to Bush Lane (Bridleway 1585), footpaths and cycleways, foul and surface water drainage including a SUDS basin and foul pumping station, landscaping, substations and associated infrastructure.	
Parish Council Comment 30/10/2025: No objection.	
HDC Decision	PERMITTED

TRAFFIC REGULATION ORDER (TRO) CONSULTATION

HOR8019RC – Broadbridge Heath, Horsham & North Horsham: Various Roads

2/7/26 – 23/7/26

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WEST SUSSEX COUNTY COUNCIL
((HORSHAM DISTRICT) (PARKING PLACES & TRAFFIC REGULATION)
(CONSOLIDATION NO. 2) ORDER 2006)
(BROADBRIDGE HEATH, HORSHAM & NORTH HORSHAM VARIOUS ROADS
BSIP AMENDMENT) ORDER 202*

NOTICE is hereby given that in exercise of their powers under the Road Traffic Regulation Act 1984, West Sussex County Council, propose to make a permanent Order the effect of which will be to:-

- (i) extend the length of prohibition of waiting at any time (double yellow lines) on both sides of Old Guildford Road, Broadbridge Heath south-eastwards by 55m to the access to the Shell Garage; and
- (ii) remove a 6m length of residents parking bays on the north-east side of Hurst Road, Horsham and replace it with a length of double yellow lines; and
- (iii) extend the length of double yellow lines on the north side of Crawley Road, North Horsham westwards by 8.5m.

Full details of the proposals in this Notice can be viewed on our website www.westsussex.gov.uk/tro. The website includes a response form for comments or objections.

Paper copies of documents will not be available to view in council offices or libraries. People without access to a computer who wish to view details of the scheme should telephone the West Sussex County Council Contact Centre on 01243 642105 to receive the documents by post.

Any objections or comments about the proposal must be received by 23 July 2026. These may be sent via the response form on the website, in writing to: TRO Team, West Sussex County Council, The Grange, Tower Street, Chichester, PO19 1RH; or by e-mail to: tro.consultation@westsussex.gov.uk. All correspondence should be addressed to the undersigned, quoting reference no. TRO/HOR8019/RC. Only correspondence including a full name and address will be considered.

Dated this 2nd July 2026
Executive Director of Law Assurance & Insight
County Hall
Chichester

WEST SUSSEX COUNTY COUNCIL
((HORSHAM DISTRICT) (PARKING PLACES & TRAFFIC REGULATION)
(CONSOLIDATION NO. 2) ORDER 2006)
(BROADBRIDGE HEATH, HORSHAM & NORTH HORSHAM VARIOUS ROADS BSIP
AMENDMENT) ORDER 202*

STATEMENT OF REASONS FOR PROPOSING TO MAKE THE ORDER

The County Council in exercise of their powers under the Road Traffic Regulation Act 1984, propose to make a permanent Order the effect of which will be to:-

- (i) extend the length of prohibition of waiting at any time (double yellow lines) on both sides of Old Guildford Road, Broadbridge Heath south-eastwards by 55m to the access to the Shell Garage; and
- (ii) remove a 6m length of residents/pay & display parking bays on the north-east side of Hurst Road, Horsham and replace it with a length of double yellow lines; and
- (iii) extend the length of double yellow lines on the north side of Crawley Road, North Horsham westwards by 8.5m.

As part of the County Councils approach to bus service provision the Bus Stop improvement Programme will implement route corridor improvements. To facilitate these proposals changes are required to existing waiting restrictions with the introduction of new lengths of double yellow lines.

The change in Old Guildford Road, Broadbridge Heath is extend the existing double yellow lines on the north and south side of Old Guildford Road, from the junction with Mulberry Gardens and Chantry Court, westwards for approximately 55metres to the vehicle access of the Shell garage / Budgens store. This is to stop the bus stop from being obstructed and to improve visibility for pedestrians using the crossing point.

The change in Hurst Road, Horsham is to remove a 6m length of parking bay and extend the double yellow lines to accommodate a new bus cage opposite Collyer's college.

The change in Crawley Road, North Horsham is to extend the existing double yellow lines on the north side by 8.5m. The bus cage markings for Corner bus stop, located west of the junction with Harwood Road, are to be moved slightly westwards. This relocation would create an uncontrolled length of carriageway between the existing double yellow line restrictions and the proposed bus cage markings. An extension of the double yellow line restrictions is required to prevent parking and to ensure buses can manoeuvre safely when exiting the bus stop

The Order is proposed to avoid danger to persons or other traffic using the roads or for preventing the likelihood of any such danger arising and to facilitate the passage on the road of any class of traffic (including pedestrians).

Plan Nos. TQ1531NWS TQ1531SWN TQ1731SEN TQ1931NEN

show the lengths of roads that are the subject of the proposed Order

Executive Director of Law Assurance & Insight
County Hall
Chichester
June 2026

WEST SUSSEX COUNTY COUNCIL
((HORSHAM DISTRICT) (PARKING PLACES & TRAFFIC REGULATION)
(CONSOLIDATION NO. 2) ORDER 2006)
(BROADBRIDGE HEATH, HORSHAM & NORTH HORSHAM VARIOUS ROADS BSIP
AMENDMENT) ORDER 202*

West Sussex County Council in exercise of their powers under Sections 1 (1) 2 (1) and (2), 4 (2), 45, 46, 49 and 53 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 "the Act" as amended and of all other enabling powers and after consultation with the chief officer of police in accordance with Part III of Schedule 9 to the Act hereby make the following Order:-

1. This Order shall come into operation on the X day of X 2026 and may be cited as "West Sussex County Council ((Horsham District) (Parking Places and Traffic Regulation) (Consolidation No. 2) Order 2006) (Broadbridge Heath, Horsham & North Horsham Various Roads BSIP Amendment) Order 202*."
2. The "West Sussex County Council (Horsham District) (Parking Places and Traffic Regulation) (Consolidation No. 2) Order 2006" is hereby amended by the deletion from it of the plans in the First Schedule to this Order and the substitution of the plans attached in the Second Schedule to this Order.

FIRST SCHEDULE
Plans to be deleted

TQ1531NWS (Sheet Issue No. 3)
TQ1531SWN (Sheet Issue No. 5)
TQ1731SEN (Sheet Issue No. 4)
TQ1931NEN (Sheet Issue No. 3)

SECOND SCHEDULE
Plans to be substituted
(As attached)

TQ1531NWS (Sheet Issue No. 4)
TQ1531SWN (Sheet Issue No. 6)
TQ1731SEN (Sheet Issue No. 5)
TQ1931NEN (Sheet Issue No. 4)

For and on behalf of WEST SUSSEX COUNTY COUNCIL

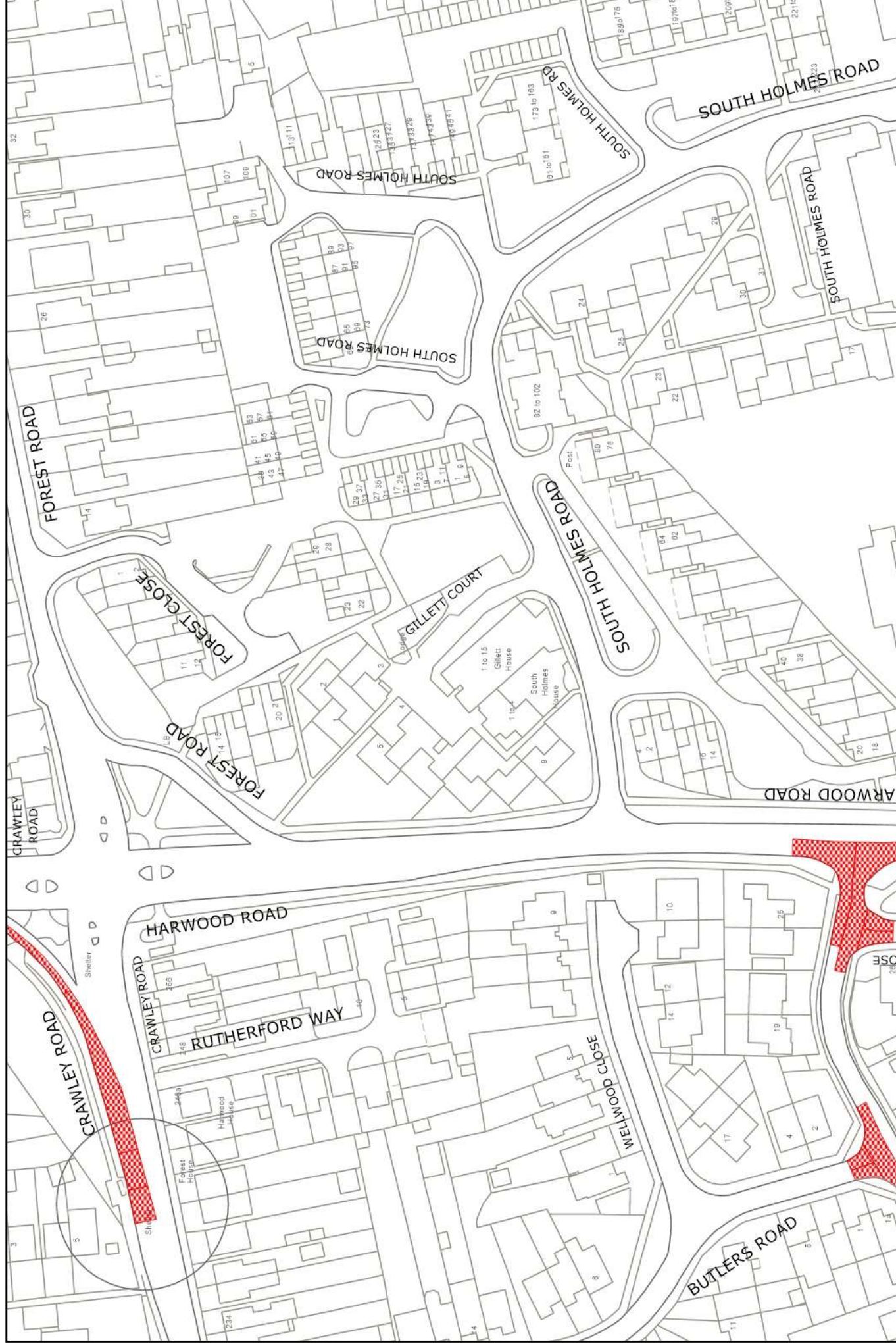
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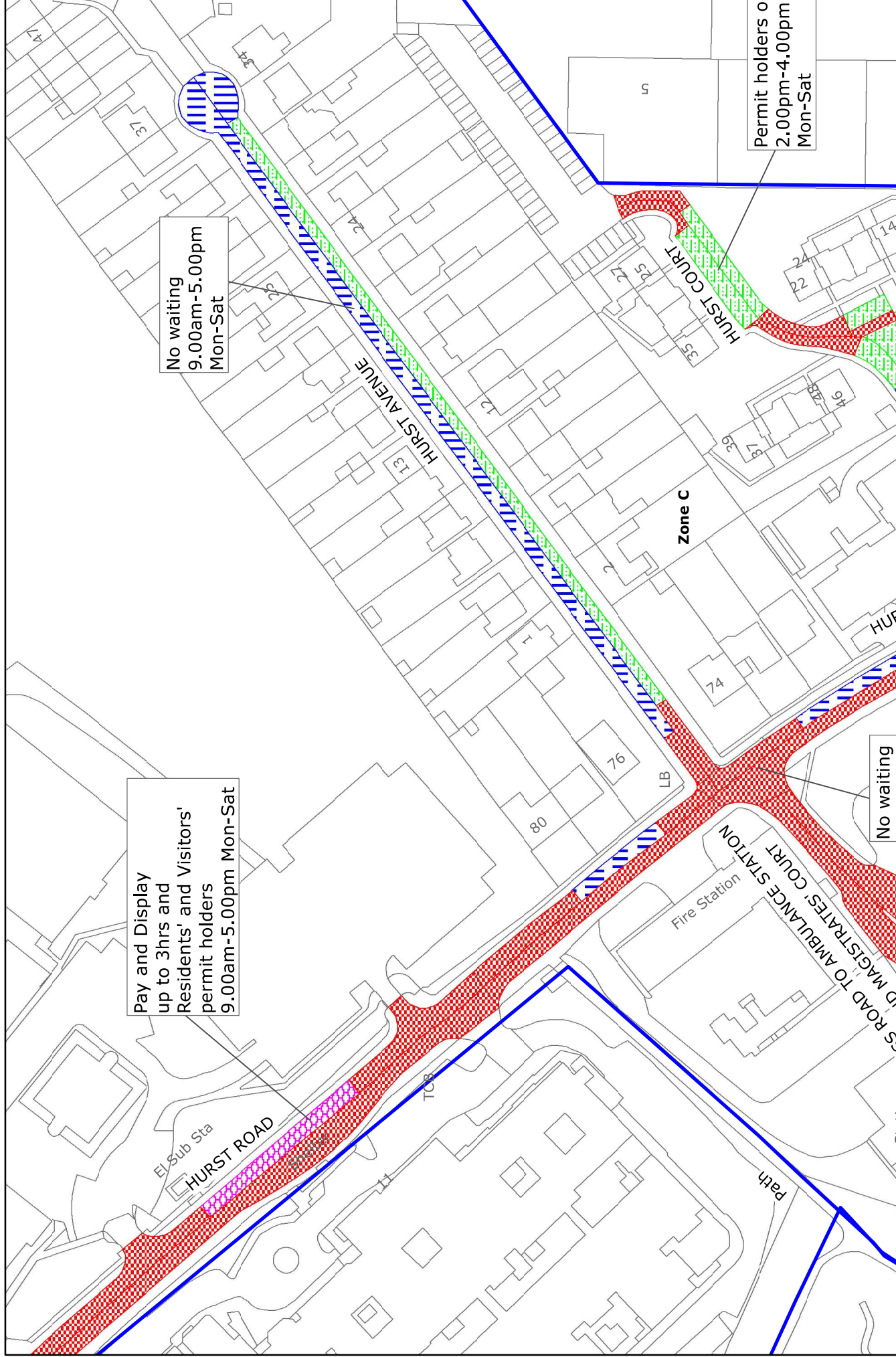
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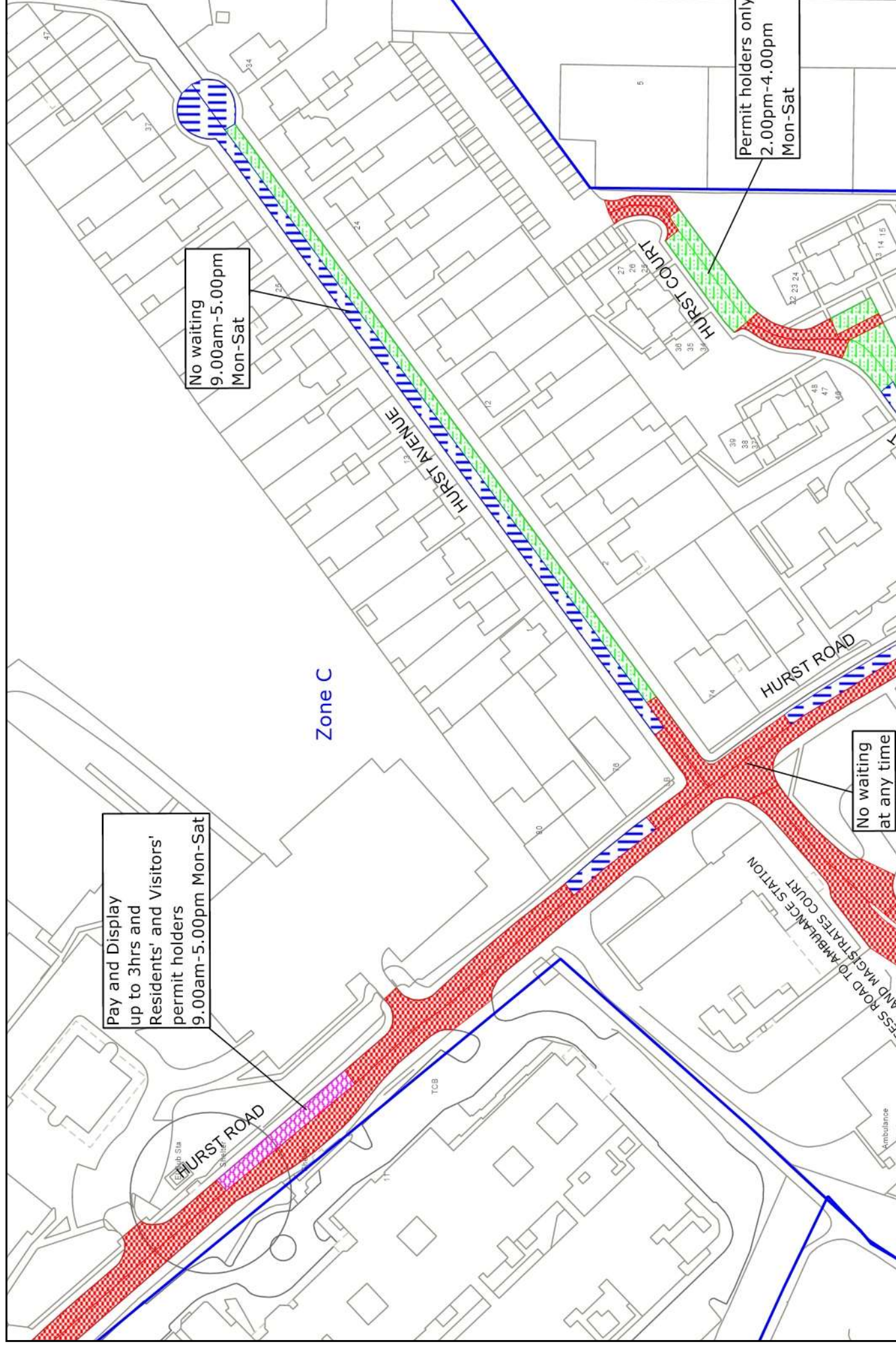
PAGE 2 OF 2: PROPOSED CHANGES TO RESTRICTIONS (CIRCLED)



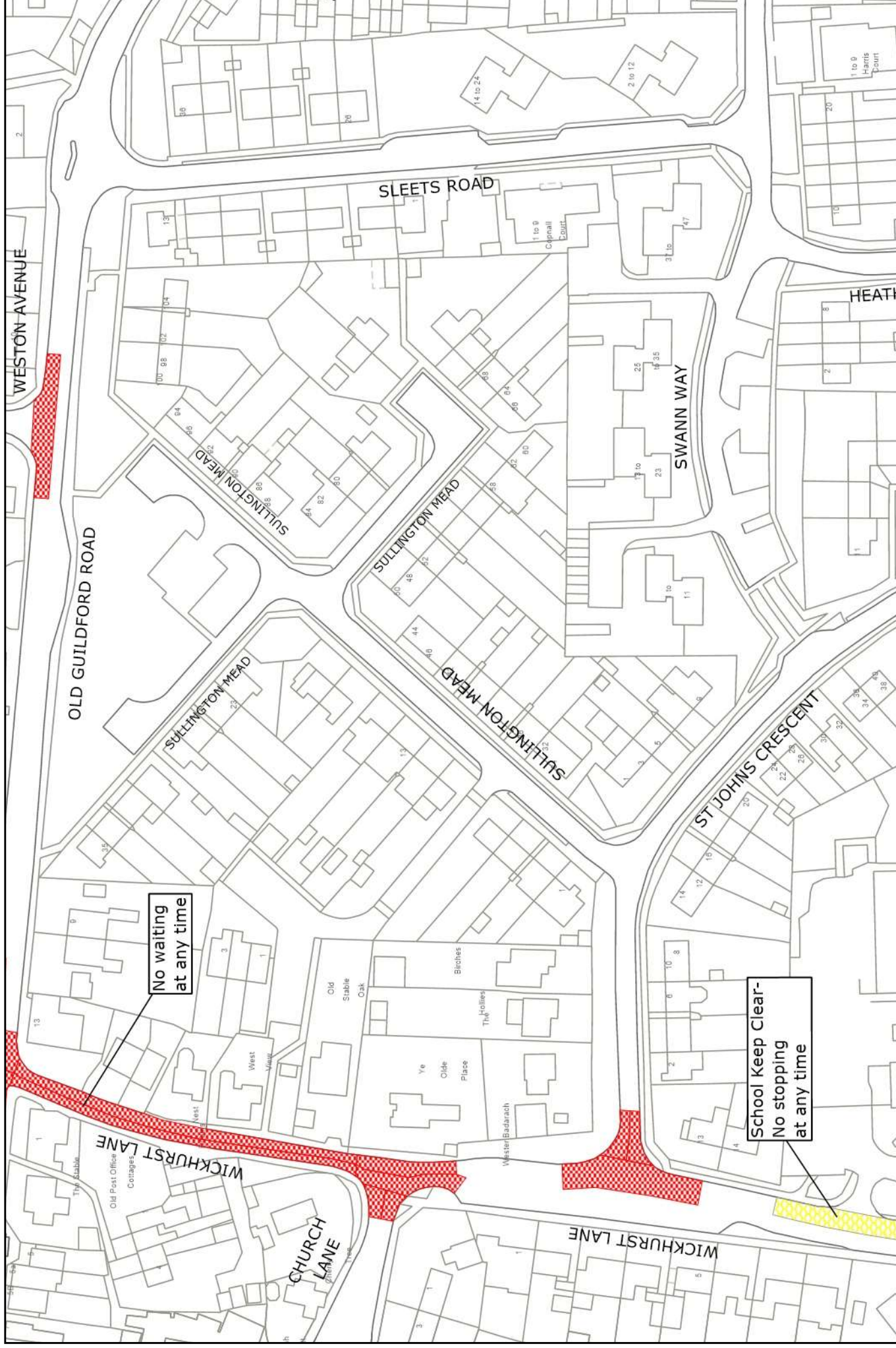
PAGE 1 OF 2: EXISTING RESTRICTIONS ONLY



PAGE 2 OF 2: PROPOSED CHANGES TO RESTRICTIONS (CIRCLED)



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PAGE 1 OF 2: EXISTING RESTRICTIONS ONLY



PAGE 2 OF 2: PROPOSED CHANGES TO RESTRICTIONS (CIRCLED)

