

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 20TH AUGUST 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 the following compliance complaints have been received since the last meeting within the North Horsham Parish:

Ref: EN/26/0238

Address: 79 Swallowtail Road, Horsham, RH12 5YQ.

Alleged breach: Erection of a fence over 1 metre in height adjacent to the highway without planning permission.

Ref: EN/26/0242

Address: 18 Greenfields Way, Horsham, RH12 4LQ.

Alleged breach: Erection of a wall forward of the building line of residential property without planning permission (breach of condition 6 of HU/117/66).

Ref: EN/26/0253

Address: 26 South Holmes Road, Horsham, RH13 6HR.

Alleged breach: Erection of building in garden without planning permission

- ii. Members are asked to recall an item on the July Agenda regarding **Traffic Calming on Crawley Road, North Horsham** (Min. PET/034/26 refers). An **AGREED** action from the meeting was for the concerns of Members to be sent to Horsham District Council (HDC), who they believe to be responsible for the enforcement of vehicles parking on double yellow lines, and for the clearing of leaves in pinch points to enable access for cyclists in the cycle lanes.

Recent photos have been obtained during the school holidays of the pinch points on Crawley road, during daytime hours during the week and no evidence has been found in the photos of cars parking on double yellow lines, and no evidence of a build up of leaves was found either, only evidence was found of some tall weeds growing on the edges of the pinch points, mainly on the northern end of the road.

Recent contact has been made with the parking enforcement team at HDC to let them know the comments of Members and Residents regarding parking on double yellow lines, and also that it seems to happen more during the school day during term time.

Recent contact has been made with the Cleansing team at HDC to let them know of the comments of Members and Residents regarding vegetation in pinch points and how it seems to be more of an issue during the Autumn and Winter months. By complete coincidence, the day after contact was made, road sweepers were seen sweeping and pulling out weeds on the sides of Crawley road and in the cycle lanes in the pinch points.

6. Planning Appeals

6.1 Horsham District Council (HDC) have advised that an appeal has been made to the Secretary of State against their refusal of Planning Consent in relation to DC/25/1899 - Land To The South of Amberley Close Playing Fields, Rowlands Road, Horsham, RH12 4LH, for the erection of 1no single-storey detached self-build / custom-build dwelling with associated works. The Planning Inspectorate Reference is 6012699.

This application was last considered under the Parish Council's Scheme of Delegation on the 18th December 2025 (Min. PET/082/25 refers). The comment submitted was "Members have concerns of overdevelopment, with the build not being appropriate for this location and seeming too large for the plot of land, concerns of privacy and outlook from existing properties, loss of area of open land, road access and the problematic parking that appears to exist in this location could be exacerbated by a build with no ability to have parking on the land, the effect on the street scene, and concerns about the issues raised by Southern Water. Members also AGREED that they would like this application to

go to the Committee due to the number of concerns about it and the number of objection letters on the portal.”

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. 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 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> . If you do not have access to the internet, you can send your comments to:

The Planning Inspectorate
C/O QUADIENT
69 Buckingham Avenue
Slough
SL1 4PN

All representations must be received by HDC on 21st August 2026. Any representations 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 any representations submitted to the Planning Inspectorate will be copied to the appellant and the 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/25/1899. 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.

6.2 Horsham District Council (HDC) have advised that an appeal has been made to the Secretary of State against their refusal of Planning Consent in relation to DC/26/0376 - 1 Bailey Close, Horsham, RH12 5QR, for the erection of a single storey front extension, a two-storey rear and side extension with a single storey infill rear extension. The Planning Inspectorate Reference is 603133.

This application was considered at the PET Committee Meeting held 26th March 2026 (Min. PET/121/26 refers) and the Committee offered No Objection.

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. The procedure to be followed is set out in Part 1 of The Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009 and as this appeal is proceeding under the Householder Appeals Service, there is no opportunity for the submission of further comments.

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/26/0376.

Decision: To note the Appeals received 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 23rd July 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.

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING APPLICATIONS FOR CONSIDERATION
20TH AUGUST 2026**

DC/26/1145	ROFFEY NORTH
Site Address: 30 Brushwood Road, Horsham, RH12 4PE. Proposal: Fell x 1 Oak.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1174	ROFFEY NORTH
Site Address: 88 Lambs Farm Road, Horsham, RH12 4LA. Proposal: Demolition of existing garage and rear sun room and erection of single storey side and rear extension and front porch.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/0899	HORSHAM RURAL
Site Address: 31 Oriel Road, Horsham, RH12 6AG. Proposal: Landscaping works to front / side garden.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1124	ROFFEY NORTH
Site Address: 5 Derwent Close, Horsham, RH12 4GW. Proposal: Erection of a two storey front extension and associated alterations.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1195	ROFFEY SOUTH
Site Address: Holly End, Holly Close, Horsham, RH12 4PA. Proposal: Surgery to 1x Oak and 4x Beech.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1106	ROFFEY NORTH
Site Address: 171 Farhalls Crescent, Horsham, RH12 4BX. Proposal: Conversion of the existing detached garage into habitable living space to form a home hair salon incidental to the main dwelling, including raising the roof to increase the internal head height and replacement of the existing garage door with an entrance door.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1198	ROFFEY NORTH
Site Address: Moorhead Farm, Old Crawley Road, Horsham, RH12 4RU. Proposal: Partial demolition of the rear of the house and erection of a first-floor rear and partial two storey rear extension. Replacement of windows.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/0516	HOLBROOK WEST
Site Address: Land Fronting 6 To 23 Broome Close, Horsham. Proposal: Surgery to 3 x Oak.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DISC/26/0248	HORSHAM RURAL
Site Address: Mowbray, Phase 3, Old Holbrook, Horsham. Proposal: Application for Approval of Details Reserved by Condition 13 and 14 (as amended by DC/19/0984) to approved application DC/16/1677.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DISC/26/0247	HORSHAM RURAL
Site Address: Mowbray, Phase 2, Old Holbrook, Horsham. Proposal: Application for Approval of Details Reserved by Condition 14 (as amended by DC/19/0984) to approved application DC/16/1677.	
Parish Council Comment 20/08/2026:	
HDC Decision	

DC/26/1247	HORSHAM RURAL
Site Address: Development At Rusper Road, Horsham, RH12 4QR. Proposal: Surgery x 18 Oak, x 1 Ash, Fell x 1 Silver Berch, x 3 Ash, x 1 Elder.	
Parish Council Comment 20/08/2026:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS
23.07.2026 – 20.08.2026**

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: No objection.	
HDC Decision	PERMITTED

DC/26/0854	ROFFEY NORTH
Site Address: 3 Bramber Close, Horsham, RH12 4LY. Proposal: Installation of cladding to the first floor front elevation.	
Parish Council Comment 25/06/2026: No objection.	
HDC Decision	PERMITTED

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: No objection.	
HDC Decision	PERMITTED

DC/26/0902	HOLBROOK WEST
Site Address: 32 Greenfinch Way, Horsham, RH12 5HB. Proposal: Surgery x 1 Oak.	
Parish Council Comment 25/06/2026: No objection to the surgery of the tree, subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED

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: No objection.	
HDC Decision	PERMITTED

DC/26/0877	ROFFEY NORTH
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.	
Parish Council Comment 25/06/2026: No objection.	
HDC Decision	PERMITTED

DC/26/0876 – NOT REQUIRED ON RETURN	HOLBROOK EAST
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.	
Parish Council Comment 25/06/2026: No comment to make.	
HDC Decision	PERMITTED

DC/26/0956	HOLBROOK EAST
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.	
Parish Council Comment 25/06/2026: No objection in principle, however, Members are concerned about the impact on parking.	
HDC Decision	PERMITTED

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	PERMITTED

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	PERMITTED

DC/25/0629 - AMENDED PROPOSAL	
Site Address: Former Novartis Site, Parsonage Road, Horsham, RH12 5AA. Proposal: 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).	
Previous Proposal considered on 22/05/2025: Residential development comprising approximately 206 dwellings, including the 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.
- 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.

HDC Decision

PERMITTED