

**NORTH HORSHAM PARISH COUNCIL
PLANNING, ENVIRONMENT AND TRANSPORT COMMITTEE
THURSDAY 29th OCTOBER 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/26/0342

Address: 129 Beech Road, Horsham, RH12 4TY.

Alleged breach: Use of service road as parking space & installation of EV charging point without planning permission

Ref: EN/26/0349

Address: 5 Millthorpe Road, Horsham, RH12 4ER.

Alleged breach: Use of parking area for car repairs

Ref: EN/26/0362

Address: 21 Hawkesbourne Road, Horsham, RH12 4EH.

Alleged breach: Mobile home not in accordance with plans submitted with Lawful Development Certificate DC/25/1185

Ref: EN/26/0367

Address: Land Fronting 6 To 23 Broome Close, Horsham.

Alleged breach: Unauthorised works to Tree T14 of TPO/0022 without consent

- ii. The Parish Office has recently advised that since the previous email as a Chairman's Announcement at the September PET meeting (PET/051/26/iii refers), the team email inbox, prow@westsussex.gov.uk, is now closed to incoming reports and enquiries. New reports and enquiries need to be submitted on their online form available on their webpage: [Public Rights of Way - West Sussex County Council](#). The online form provides a more effective way of reporting issues, enabling users to:

- Pinpoint the exact location of a problem on an interactive map.
- Provide detailed information about the issue.
- Upload photographs to support their report.

The webpage explains how reports are prioritised and the timescales we work to when investigating different types of issues. All reports submitted through the form are logged and managed according to their priority. Those who require assistance can continue to contact the County Council's Contact Centre on 01243 777620, where support is available. For further information about how Public Rights of Way are inspected and maintained across West Sussex, please visit: <https://www.westsussex.gov.uk/land-waste-and-housing/public-paths-and-the-countryside/public-rights-of-way/inspection-and-maintenance-schedules/>. The automated response for the inbox has been updated to redirect customers to their online form where the Customer Service Centre number is also provided.

- iii. Members are reminded of TRO/HOR9009/RC discussed at the February 2026 PET meeting (PET/109/26 refers), regarding a proposal to introduce a 50mph speed limit on lengths of the A264 Horsham Bypass and the A264 Crawley Road on the approaches to and including the Moorhead Roundabout junction. The Parish Office has recently been advised that the Cabinet Member for Highways and Transport has considered the proposal and the consultation responses and has approved that the Order can be implemented as advertised. The below link is to the page about the TRO on the North Horsham Parish Website:

<https://northhorsham-pc.gov.uk/2026/10/07/permanent-traffic-order-for-a264-horsham-bypass-and-crawley-road-approved/>

- iv. Following the provision of information regarding the changes to the Scheme of Delegation at HDC for the determination of applications (as noted under the Chairman's Announcements at the last Committee Meeting Min. PET/051/26 v refers), further details, and in particular examples of the "significant tests" that

must be met to enable an application to be called in to Committee, were circulated by email to all Members of the Council on 13th October 2026.

6. Planning Appeals

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

The Parish Office recently received notification from HDC that the Appeal, ref.6007051, has been Dismissed in respect of application DC/26/0024 – Bentley House, North Heath Lane Industrial Estate, North Heath Lane, Horsham RH12 5QE, regarding the change of use of building to provide 9 residential units. The appeal was made under section 78 of the Town and Country Planning Act 1990 (as amended) against a failure to give notice within the prescribed period of a decision on an application for planning permission. The appeal is dismissed and planning permission is refused.

This application was last referenced as a lodged appeal at the April PET meeting (Min. PET/130/26 refers).

Decision: To note that no new Appeals have been received, and to note the dismissal of the Appeal in relation to Bentley House, North Heath Lane Industrial Estate, 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 the 24th September 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
29TH OCTOBER 2026**

DC/26/1464	ROFFEY NORTH
Site Address: 75 Crawley Road, Horsham, RH12 4DS. Proposal: Removal of conditions 3 and 4 of previously approved application DC/25/0708 (Variation of condition 1 of previously approved application reference DC/23/0344 (Change of use from Class E (a) on ground floor and residential flat above, to 1no residential dwelling including alterations to roof) relating to water neutrality.	
Parish Council Comment 29/10/2026:	
HDC Decision	

DC/26/1465	ROFFEY NORTH
Site Address: 75A Crawley Road, Horsham, RH12 4DS. Proposal: Removal of conditions 3 and 4 of application DC/25/0714 (Variation of condition 1 of previously approved application reference DC/23/0345 (Change of use of ground floor from commercial (Use Class E(e)) to residential (Use Class C3) and erection of single storey ground floor rear extension and first floor extension to form 1no 2-bedroom dwelling) relating to water neutrality.	
Parish Council Comment 29/10/2026:	
HDC Decision	

DC/26/1587	ROFFEY NORTH
Site Address: 7 Willow Road, Horsham, RH12 4UN. Proposal: Fell 1 x Robinia (T2) and surgery to 1 x Yew (T1).	
Parish Council Comment 29/10/2026:	
HDC Decision	

S106/26/0045	HORSHAM RURAL
Site Address: Sports Sub-Phase Mowbray, North Horsham, Horsham, West Sussex. Proposal: Application for Discharge of Clause 1.9, Part 2, Schedule 4 of S106 Obligation under DC/16/1677 - Sports Hub Management Plan.	
Parish Council Comment 29/10/2026:	
HDC Decision	

DC/26/1583	HOLBROOK WEST
Site Address: 136 Pondtail Road, Horsham, RH12 5EZ. Proposal: Surgery x 1 Oak.	
Parish Council Comment 29/10/2026:	
HDC Decision	

DC/26/1175	ROFFEY SOUTH
Site Address: Thatches, Forest Road, Horsham, RH12 4HL. Proposal: Replacement of existing thatched roof covering with slate tiles.	
Parish Council Comment 29/10/2026:	
HDC Decision	

**NORTH HORSHAM PARISH COUNCIL
SCHEDULE OF PLANNING DECISIONS
24.09.2026 – 29.10.2026**

DC/26/1150	HOLBROOK EAST
Site Address: Holbrook Surgery, 9 Bartholomew Way, Horsham, RH12 5JL. Proposal: Erection of a single storey side extension.	
Parish Council Comment 24/09/2026: No objection.	
HDC Decision	PERMITTED

DC/26/1248	ROFFEY NORTH
Site Address: 9 Allingham Gardens, Horsham, RH12 4US. Proposal: Fell 1 x Oak.	
Parish Council Comment 20/08/2026: No objection to the felling of the Oak tree, subject to the comments of HDC's Tree Officer. The Committee requests that the felled tree be replaced with an Oak tree, in a suitable nearby location.	
HDC Decision	PERMITTED

DC/26/1145	ROFFEY NORTH
Site Address: 30 Brushwood Road, Horsham, RH12 4PE. Proposal: Fell x 1 Oak.	
Parish Council Comment 20/08/2026: No objection to the felling of the Oak tree, subject to the comments of HDC's Tree Officer. The Committee requests that the felled tree be replaced with an Oak tree, in a suitable nearby location.	
HDC Decision	PERMITTED

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: No objection.	
HDC Decision	PERMITTED

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: No objection to the surgery of the Oak and Beech trees, subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED

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: No objection, however, Members noted that there is no mention of signage within the application, and Members endorse the recommendations from the EHO.	
HDC Decision	PERMITTED

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: No objection provided appropriate materials are used for the proposed changes to this historical building.	
HDC Decision	PERMITTED

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: No objection to the surgery of the Oak trees, subject to the comments of HDC's Tree Officer.	
HDC Decision	PERMITTED

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: No objection.	
HDC Decision	PERMITTED

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: No objection.	
HDC Decision	PERMITTED

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: No objection to the surgery of the Oak and Ash trees, and to the felling of the Silver Berch Ash, and Elder trees, subject to the comments of HDC's Tree Officer. The Committee would like to see that the felled trees are replaced with an appropriate native species, in a suitable nearby location.	
HDC Decision	PERMITTED

S106/26/0033	
Site Address: Mowbray Development Site, Old Holbrook, Rusper Road, Horsham. Proposal: Application for discharge of S106 obligations sch.2 Clauses 3.1 and 3.2 (Biodiversity Gain Plan and HMMP) for Mowbray Employment Road to approved application DC/25/1543.	
Parish Council Comment 23/07/2026: No observation made.	
HDC Decision	PERMITTED

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	PERMITTED