

HORLEY TOWN COUNCIL
Planning & Development Committee

Minutes of a meeting of the above-named Committee held at the
Town Council Offices, Albert Road, Horley
on 7 May 2013, at 7.30 pm

Present

Cllrs Mike George (Chairman)
Celia Austin
Jack Chapman
Kevin Hagerty
Simon Marshall
Richard Oliver
Jan Spratt
Fiona Simpson

In Attendance

Alan Jones (Town Clerk)
Jan Walsh (Administrative Officer)

P 4022 Apologies and Reasons for Absence

RESOLVED: that the apologies of Cllrs Miller, Powell and Schofield be accepted, for reasons as specified in the Attendance Register.

P 4023 Declarations of Interest and Dispensations

RESOLVED: that the Declarations of Interest and requests for Dispensations for Disclosable Pecuniary Interests, as appended to these minutes be noted.

P 4024 Public Forum

There were no members of the public present during the Public Forum part of the meeting.

RESOLVED: noted.

P 4025 Approval of Minutes

Planning & Development Committee – 2 April 2013

The minutes of the above meeting of the Planning & Development Committee were presented for confirmation by Committee members and signature by the Committee Chairman.

RESOLVED: that the minutes of the above meeting of the Planning & Development Committee be approved.

Matters Arising
Planning & Development Committee – 2 April 2013

P 4026 Training Requirements

The Clerk said he would prepare a new list of guest speakers to progress the Planning & Development training programme. Some suggested updates by members were Tree Matters, the Neighbourhood Plan as well as briefings by Gatwick Airport Ltd (GAL) and Gatwick Area Conservation Campaign (GACC), and these should be arranged on spare evenings to avoid time constraints. However, other updates, such as Planning Enforcement, could be in the form of pre-meeting briefings before main meeting, starting at 6.45 pm, and open to all members to attend. Full details would be published in the Members' Bulletin in due course.

RESOLVED: *that the Clerk provides details of further Planning & Development updates in the Members' Bulletin, once these have been arranged with the guest speakers*

Outside Bodies and Sub-Committees

P 4027 Gatwick Diamond Business (GDB)

A report on the last Members' Meeting and Networking by Cllr Bethell was received, a copy of which had been circulated to members. It was further noted that the Annual General Meeting would be held on 28 June 2013, and nominations to serve on the Executive Council could be submitted in advance.

RESOLVED: *noted.*

P 4028 Horley Town Management Group (HTMG)

The Clerk updated members on the last meeting, together with an outline proposal prepared by Metamorphosis, a Visual Retail Consultancy working with local authorities, councils, town centre managers and retail groups to promote vitality and increase customer footfall in areas of retail decline, such as Horley. The Business & Community Engagement Manager at the Borough Council, Simon Bland, advised that the proposal could be presented at a future HTMG meeting and there would also be an opportunity to provide feedback to Ellie Kidson of Metamorphosis.

RESOLVED: *noted.*

P 4029 Campaign to Protect Rural England (CPRE)

Cllr Chapman said he had given his apologies for the last meeting. It was noted that the issue of the minutes had, yet again, fallen behind as they were not systematic after each meeting, and this was probably due to no secretary being in place. The Clerk advised he would take this up with the group again to ensure that the Town Council was still included on the distribution list, and to enquire if the minutes could be sent out more timely in the future.

RESOLVED: that the Clerk liaise with CPRE to ensure that the Town Council is still included on its distribution list, and ask whether the minutes might be issued more promptly in future.

P 4030 Deferred Planning Applications

P/13/00358/HH0 LD – 2 Smith Barn Close, Langshott, Horley RH6 9LF

The Clerk stated that the above Planning Application had been deferred at the last Committee meeting owing to the lack of a block plan. The matter was also taken up with the Applicant by the Case Officer but a block plan was not forthcoming. The Application was subsequently refused by the Borough Council on the grounds of adverse design and out-of-character.

RESOLVED: noted.

P 4031 Determined Planning Applications

Members reviewed the list of Applications determined for the period 27 March to 30 April.

RESOLVED: noted.

P 4032 Planning Applications received from Reigate & Banstead Borough Council for the week ending 2 April 2013.

RESOLVED: that the Town Council's comments as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites be noted.

P 4033 Planning Applications received from Reigate & Banstead Borough Council for the week ending 9 April 2013.

RESOLVED: that the Town Council's comments as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites be noted.

P 4034 Planning Applications received from Reigate & Banstead Borough Council for the week ending 16 April 2013.

RESOLVED: that the Town Council's comments as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites be noted.

P 4035 Planning Applications received from Reigate & Banstead Borough Council for the week ending 23 April 2013.

RESOLVED: that the Town Council's comments as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites be noted.

P 4036 Planning Applications received from Reigate & Banstead Borough Council for the week ending 30 April 2013.

RESOLVED: that the Town Council's comments as appended to the signed copy of the minutes and available on the Town Council and Borough Council websites be noted.

Planning Appeals

P 4037 Planning Appeals Received

The list of planning appeals received from Reigate & Banstead Borough Council was reviewed.

RESOLVED: noted.

P 4038 Planning Appeals Determined

The list of planning appeals determined by Reigate & Banstead Borough Council was reviewed.

RESOLVED: noted.

North East Sector

P 4039 Riverside Green Chain

The Committee Chairman expressed concern about the design of the junction by Lake Lane and the North East Sector spine road, leading into the Riverside Green Chain, which was still under completion on a phased basis. He said that the junction, as it stood, did not appear to prevent vehicles from turning right or left into that part of the development.

P 4039) He also queried the Sustainable Urban Drainage System (SUDS) through which would form the Riverside Green Chain channel, feeding into the Burstow Stream, and that there should be adequate safety measures implemented in the way of fencing where ditches might be exposed. The Clerk suggested that he inspect the site and take photographs before raising these matters with the Regeneration Manager, Peter Boarder.

RESOLVED: *that the Clerk conducts a site inspection with photographs at the Riverside Green Chain, adjacent to the Burstow Stream, and discuss the matters raised with Peter Boarder.*

P 4040 North West Sector

No matters were raised.

RESOLVED: *Noted.*

P 4041 Town Centre Regeneration

The Clerk informed members that Peter Boarder, had been given the Town Council's cycle of meetings over the next municipal year together with a list of spare evenings still available for him to host future meetings of the Town Centre Regeneration group, at the Albert Rooms. He would also remind the Regeneration Manager that the issue of the minutes of the last meeting were still awaited.

RESOLVED: *that the Clerk liaise with Peter Boarder accordingly.*

Railway Matters

P 4042 Consultation by Surrey Future Partnership – Surrey Rail Strategy Report (Closing Date: 28 June 2013)

RESOLVED: *that a response to the Consultation be considered at the next meeting of this Committee.*

(Available to view at www.surreycc.gov.uk/surreyrailstrategy)

Highway Matters

P 4043 Consultation by Surrey Future Partnership – Congestion Programme (Closing Date: 29 May 2013)

RESOLVED: *that a draft response to the Consultation be prepared by the Chairman and ratified at the next meeting of this Committee.*

(Available to view at www.surreycc.gov.uk/congestionprogramme)

P 4044 Progress Meeting on Surrey County Council Highways & Latest Bulletin

The Clerk reported that the Senior Engineer of the SCC South East Area Team, Anita Guy, had been in contact about "Project Horizon", Surrey's five year programme on major highway maintenance. She advised that a members meeting would soon be held to finalise the roads to be treated throughout the Borough. Once the 2013/14 Scheme Lists were finalised, the Reigate & Banstead Maintenance Engineer, Terry O'Neill, would be able to plan his Local Structural Repair programme which was financed through Local Committee funding. At that time, the Town Council would be invited to attend a progress meeting with Highways Officers. It was also noted that the latest Highways Bulletin had already been copied to members for information.

RESOLVED: noted.

P 4045 Reigate & Banstead Borough Council: Core Strategy

There was no update.

RESOLVED: noted.

Airport Matters

P 4046 GATCOM Meeting held on 18 April 2013

The Clerk reported receipt of the Key Messages and Outcomes from the last GATCOM meeting, a copy of which had already been circulated to members for information. The next meeting of GATCOM would be held on 23 July 2013.

RESOLVED: noted.

P 4047 Press Release: "GATCOM to hear from the Airports Commission"

As indicated in the Press Release, GATCOM had been notified about the work of the Airports Commission set up by Government to look at future airport capacity nationwide. The Airports Commission subsequently published two further documents, one setting out the Sift Criteria to determine the proposals for longer term capacity, and the other to introduce an Expert Panel to support the Commission with scientific and technical expertise. These documents were now available to view online, as follows:

Sift Criteria www.gov.uk/government/publications/sift-criteria-for-long-term-capacity-options-at-uk-airports and

Expert Panel: www.gov.uk/government/policy-advisory-groups/expert-advisory-panel

P 4047) **RESOLVED: noted.**

P 4048 **Df Consultation on Night Flights (Closing Date: 22 April 2013)**

The Clerk reported receipt of submissions made by GATCOM and GAL respectively to the Df's Stage 1 Consultation on Night Flying Restrictions for London Heathrow, Gatwick and Stansted. A separate response prepared by the Chairman, on behalf of the Town Council, had also been sent prior to the closing date, a copy of which would be forwarded to the Chairman of GACC.

RESOLVED:

- i) *that the Town Council's response to the Consultation by Df on Night Flights as appended to these minutes be ratified.*
- ii) *that the Town Council's response be copied to the Chairman of GACC.*

P 4049 **GAL Consultation: Night Noise (Arrivals) Despite Trials (Closing Date: 31 May 2013)**

The Chairman advised he had informed GAL that the Consultation on Night Noise Despite Trials targeted on reducing the impact of night noise from arriving flights was not relevant to Horley in geographical terms. For this reason, the Town Council would not be making a formal submission to this Consultation.

RESOLVED: noted.

P 4050 **Civil Aviation Authority (CAA) Consultation: Economic Regulation of Heathrow, Gatwick & Stansted (Closing Date: 7 June 2013)**

The Clerk advised that the CAA had launched its Consultation on initial proposals for the Economic Regulation of Heathrow, Gatwick and Stansted airports from April 2014. Further details were available to view on the CAA website at: www.caa.co.uk It was noted that representations could also be made direct to GATCOM before 7 June 2013, and the Chairman would therefore prepare a draft response on behalf of the Town Council.

RESOLVED: that the Chairman prepare a draft response to the CAA Consultation on Economic Regulation of Heathrow Gatwick & Stansted for submission to GATCOM, before the deadline of 7 June 2013.

P 4051 **GACC New letter**

The Clerk reported receipt of the April Edition of the GACC New letter, a copy of which had been circulated to members for information.

P 4051) **RESOLVED: noted.**

P 4052 **Consultation by Reigate & Banstead Borough Council – Affordable Housing SPD (Closing Date: 13 May 2013)**

Following the Chairman's review of the Consultation on Affordable Housing SPD by the Borough Council, the replies to the online questionnaire were approved. These would be submitted prior to the closing date, and it was felt that feedback should also be given to the LDF team on the difficulties encountered when printing the question and answer sheets to show the inputted text, after completing the online survey using "SurveyMonkey".

RESOLVED: that the Town Council's response to the Consultation by Reigate & Banstead Borough Council on Affordable Housing SPD, as appended to these minutes be approved, and that the Clerk provide feedback to the LDF team when completing the online survey.

P 4053 **Consultation by Mole Valley District Council: Community Infrastructure Levy – Preliminary Draft Charging Schedule (Closing Date: 26 April 2013)**

It was agreed amongst members that the Consultation by Mole Valley District Council on the Community Infrastructure Levy – Preliminary Draft Charging Schedule would not impact directly on Horley and, as such, the Town Council had no comments to make on the proposals.

RESOLVED: noted.

P 4054 **Proposed to "Call In" Planning Applications**

The Clerk reported that the suggestions made by Cllr Schofield to improve the current planning process regarding Planning Applications on smaller developments of less than 6 properties had been supported by the Borough Council. His recommendations were:

- a. Case officer to flag all applications where a site had a history of refusals (with clarity on any specific legal implications).
- b. Case officer to contact Ward Member when resident objections grow to a significant level.
- c. Case officer to contact Ward Member if he/she was minded to take a counter decision to resident objections or Parish/Town Council recommendations (his particular action point had already been implemented.)

It was agreed amongst members that it would be more beneficial to adopt the procedures as outlined above with the Borough Council, but to add a further comment that "it is recommended that the Ward Councillor be

P 4054) requested to Call In their application to the appropriate R BBC Com m ittee".

RESOLVED: noted.

Residential Areas of Special Character (ASC) or Conservation Areas

P 4055 Members discussed potential areas in Horley which might become designated Residential Areas of Special Character (ASC) or Conservation Areas. The Chairman presented a location map, identifying existing areas classified under the two categories and these could also be viewed on the Borough website. The Chairman added that he had consulted Brian Buss of the Local History Society to help identify more suitable locations in Horley. Once these were made available, the Clerk would prepare a briefing paper for consideration at the next meeting.

RESOLVED: that the Clerk prepares a briefing paper on potential Designated Residential Areas of Special Character (ASC) or Conservation Areas in Horley, for discussion at the next meeting.

P 4056 Letters Received

From	Subject	Received	Action
R BBC, Cathrose	History of Conservation Area at The Six Bells Church Road	1.5.13	Noted.
Department for Communities & Local Government (DCLG)	"New Planning Measures Gain Royal Assent" - Key changes to enable larger household extensions	2.5.13	Noted.

RESOLVED: noted.

P 4057 Diary Dates

Police Neighbourhood Panel Meeting - Horley North West
St Wilfrid's Church Hall, Horley Row - Friday, 9 May, from 7.00 pm

RESOLVED: noted.

P 4058 Urgent Business for inclusion on future agenda

On behalf of the Vice-Chairman, Cllr Olliver, extended a note of thanks to Cllr Mike George, for his continued Chairmanship of the Planning & Development Committee and his outstanding contribution over the past year.

P 4058) *RESOLVED: noted.*

P 4059 *Press release*

RESOLVED: that commentson Planning Applications be released to the press and placed on the Town Council website.

Meeting closed at 9.15 pm

Date of next meeting – 4 June 2013