

**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 3 January 2017, at 7.30 pm

**Present**

Cllrs Richard Olliver (Chairman)  
James Baker  
Mike George  
Jerry Hudson  
Simon Marshall  
Fiona Stimpson

**In Attendance**

Alan Jones (Town Clerk)  
Joan Walsh (Planning & Projects Officer)

**P 5534 Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs Banwait, Biggs, Etheridge, Jackson and Mabbett, be accepted for reasons as specified in the Attendance Register.***

**P 5535 Disclosable Pecuniary Interests and Non-Pecuniary Interests**

***RESOLVED: that the Declarations of Interest, as appended to these minutes, be noted.***

**P 5536 Public Forum**

There were no members of public present during the meeting.

***RESOLVED: noted.***

**P 5537 Approval of Minutes  
Planning & Development Committee – 6 December 2016**

***RESOLVED: that the minutes of the above meeting of the Planning and Development meeting be approved.***

**Matters Arising  
Planning & Development Committee – 6 December 2016**

**P 5538 HTC Reporting Procedures on Planning Applications**

The Chairman and Cllr George commented that revised procedures for reporting on new RBBC Planning Applications together with determinations and appeals, was now working well by keeping members informed throughout the process, and a note of thanks was passed on to HTC staff.

***RESOLVED: noted.***

**Outside Bodies and Sub-Committees**

**P 5539 Gatwick Diamond Business (GDB)**

There was no update.

***RESOLVED: noted.***

**P 5540 Horley Town Management Group (HTMG)**

The Clerk updated members on the provision of defibrillators in the town centre, and advised that the first of these would be installed outside Boots (together with a notice to access usage instructions). The Chairman commented that it would also be helpful to know where defibrillators have already been installed at other outlets in the town, and the Clerk said he would raise this at the next HTMG meeting (to be held on 11 January).

**RESOLVED: noted.**

**P 5541 Deferred Planning Applications**

No matters from the previous meeting were deferred.

**RESOLVED: noted.**

**P 5542 Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 3 December to 22 December 2016.

**RESOLVED: noted.**

**P 5543 Planning Applications received from Reigate & Banstead Borough Council for the period 3 December to 22 December 2016.**

**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 5544 Planning Appeals Received**

The list of Planning Appeals received during the period 3 December to 22 December, were reviewed.

**RESOLVED: noted.**

**P 5545 Planning Appeals Determined**

The list of Planning Appeals determined during the period 3 December to 22 December, were reviewed.

**RESOLVED: noted.**

**P 5546 Ongoing Planning Matters**

No matters were raised.

**RESOLVED: noted.**

## North East Sector (The Acres)

- P 5547** It was noted that despite the lapse in time, there had been no further progress on land utilisation and design at the Riverside Green Chain. Members felt that this was disappointing as the developers had since left the site. It was thought this was primarily due to lack of funding.

**RESOLVED: noted.**

## P 5548 North West Sector (Westvale Park)

There was no update.

**RESOLVED: noted.**

## P 5549 Town Centre Regeneration

The Clerk said he would follow up with RBBC when the date of the next meeting of the Horley Regeneration Forum was likely to take place.

**RESOLVED: that the Clerk requests the RBBC Regeneration Manager to advise the date of the next meeting of the Horley Regeneration Forum when known.**

## P 5550 Railway Matters

There was no update.

**RESOLVED: noted.**

## Highways Matters

## P 5551 Operation Horizon: Outstanding Highways Works in Horley

The Clerk advised that a reply had not yet been received from Sam Gyimah MP to the Town Council's letter, dated 22 December, regarding new funding arrangements adversely affecting highways maintenance in Horley. He would provide a further update at the next meeting once a reply had been received. (A copy of the letter had also been published on the HTC website, and now available to view on the link shown [here](#)).

**RESOLVED: that the Clerk provides an update to the Town Council's letter to Sam Gyimah MP in connection with new funding arrangements adversely affecting highways maintenance in Horley, at the next Committee meeting.**

- P 5552** Cllr Hudson told members that after the recent private briefing by Surrey Highways at the Town Council offices, he handed the South East Area Highway Manager a separate list of questions he had prepared on a number of other issues. After providing examples, he asked why essential repairs to certain roads and pavements in Horley were untouched and other problems, including pot holes, broken manhole covers, inadequate traffic light phasing as well as road signage covered by overgrown vegetation and algae, also remained outstanding on their maintenance programme. He also conveyed many concerns on the lack of improved safety measures such as the placing of pedestrian crossings.

Cllr Hudson further questioned why so many areas in Horley were still in critical need of repair even though other parts of the borough had what were perceived to be elaborate enhancements to local roads and pavements. Members present

**P 5552)** supported his comments and felt these had echoed the views of many residents on this approach to road maintenance as unfair in view of the rapidly expanding population of Horley. The Clerk asked for a copy of Cllr Hudson's questionnaire so that he could monitor replies from SCC Highways and provide a further update at the next meeting.

**RESOLVED:** *that the Clerk provides an update on responses from SCC Highways to outstanding road repairs in Horley, as outlined in Cllr Hudson's report, at the next Committee meeting.*

**P 5553 Uber Parking Issues – Horley High Street Car Park**

The ongoing issues at Horley High Street car park since 60 spaces were let by RBBC to Uber, were discussed. Members were told that RBBC had planned a meeting on 5 January with the Parking Enforcement Team and other representatives, to set out necessary improvements and immediate action to be undertaken by Uber.

(It was subsequently reported that Uber would provide drivers with detailed instructions on car park usage on the standard *Uber App*, and install a large notice by the entrance as well. It was hoped that such measures would eliminate reported problems of inconsiderate parking, excessive litter, antisocial behaviour and breaches of public order as well as reassure many residents and local business owners who had raised complaints. Horley Borough and Town Councillors later requested a 14-day action plan by the RBBC Parking Enforcement Team to frequently monitor the car park and vigorously control incidents of antisocial behaviour. After that time, should there be no clear improvement, then Town and Borough Councillors would call for the contract with Uber to be terminated).

*( Updates on Uber Parking issues are available to view on the HTC website on the link shown [here](#) )*

**RESOLVED:** *noted.*

**P 5554 SCC Highways Bulletins**

**RESOLVED:** *that receipt be noted of the latest SCC Highways Bulletins (already circulated to members).*

**P 5555 Railway Matters**

There was no update.

**RESOLVED:** *noted.*

**Airport Matters**

**P 5556 Recent Airport Communications**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
GATCOM	GATCOM Weekly Newsletters (2)	9.12.16) 16.12.16)	Noted.
GATCOM	CAA' s Airport Surface Access Review – Final Report	3.1.17	Noted.

**RESOLVED:** *noted.*

**P 5557 Yattendon School – Admissions 2018 Consultation (Closing Date: 25 January 2017)**

The Chairman advised that he would review the above consultation on Admission Arrangements for 2018/19 by Yattendon School, outside the meeting. (It was subsequently decided that a response from the Town Council would not be required at this stage.)

**RESOLVED: noted.**

**P 5558 Surrey County Council – Part Night Lighting Programme in Reigate & Banstead**

Members discussed the **Part Night Lighting Programme**, implemented by the County Council, which would result in street lights in many residential areas throughout the borough being switched off every night, from midnight until 5.00 am. It was felt that due to the close proximity of Horley to Gatwick Airport, there would be concerns for many Horley residents who worked shifts at Gatwick Airport as well as for those having to leave for work early in the morning due to the difficulties in commuting, especially in the winter months. Safety issues were also raised on unlit roads at night increasing the risk of street crime, and well as difficulties for many guest house owners needing to arrange late arrival transfers to and from the airport.

The Chairman advised that he would prepare a summary of the comments made for submission to SCC to consider during its review process on the Part Night Lighting Programme. (Subsequently sent to SCC and published on the HTC website.)

*( HTC response to SCC Part Night Lighting Programme available to view on the link shown [here](#). )*

**RESOLVED: noted.**

**P 5559 Tandridge District Council – Local Plan: Sites Consultation (Regulation 18)**

**RESOLVED: that the Town Council's response to the above Local Plan: Sites Consultation (Regulation 18) by Tandridge District Council, as appended to the signed copy of these minutes and available on the Town Council website, be ratified.**

**P 5560 NHS Sussex and East Surrey Sustainability and Transformation Plan (STP): Plan for the person-centred integrated care across communities**

The Clerk reported receipt of the above **NHS Sussex and East Surrey Sustainability and Transformation plan**. As the information supplied had outlined the preliminary part of the plan to transform and integrate health and social care services to meet community needs, a response from the Town Council would not be required at this stage.

**RESOLVED: noted.**

**P 5561 Community Infrastructure Levy (CIL): Payments to Horley Town Council**

Following a recent meeting with CIL officers, the Clerk provided an update on payments of the neighbourhood portion of the Community Infrastructure Levy, known as the **Community Infrastructure Levy Local Fund**. The levy, effective from 1 April 2016, would mean that a 15% proportion of monies collected from local development (where chargeable), would be passed to the Town Council twice yearly at the same time as the Council Tax Precepts, to spend on smaller community

**P 5561** projects/facilities, and the remaining proportion would be retained by the Borough Council to spend on infrastructure.

It was later confirmed that RBBC had launched a borough wide public survey for views on how money raised from new development could be spent to improve facilities and services in local areas, and this was now open until the closing date of *6 February 2017*. The results of the survey, relevant to Horley, would then be given to the Town Council.

( The Planning Chairman later advised RBBC officers that the Town Council would be pleased to undertake such new community projects and would also be actively consulting with local residents and businesses for their views. A further update would be provided at the next meeting. )

**( The RBBC online survey on the Community Infrastructure Levy Local fund is available to view on the link shown [here](#) )**

**RESOLVED: that a further update on the Community Infrastructure Levy Local Fund be given at the next meeting of this Committee.**

**P 5562 Proposed Horley Business Park**

Members discussed the new website launched by **Horley Business Park Development LLP (HBPD LLP)** in partnership with RBBC and Millhill Properties (Horley) Ltd. It was noted that the website was initially set up to provide early information on the proposals and further details would be added when available. These updates would also be included on the HTC website and eNewsletter.

**( Horley Business Park Development LLP (HBPD LLP) available to view on the link shown [here](#) )**

**RESOLVED: noted.**

**P 5563 Letters / Emails Received**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
SCC Highways	Temporary Prohibition of Traffic Order – Meath Green Lane, Horley	22.12.16	Noted.
SCC Highways (Street Works Team)	Sutton & East Surrey Road Closure 3.1.17 – Meath Green Lane, Horley	22.12.16	Noted.
SCC Countryside Access	Temporary Prohibition of Traffic Order - Public Footpath 392	23.12.16	Noted.
Resident	Planning Application: 16/02524/CU Glenalmon Guest House, 64 Massetts Road	30.12.16	Noted. The Clerk to respond to resident direct (subsequently sent).
Planning Portal	Newsletters	22.12.16	Noted.

**RESOLVED: noted.**

**P 5564    Diary Dates**

- **Meeting of Horley Town Management Group**  
*11 January, 6.00 pm (Tentative)*
  
- **Meeting of Carnival Committee**  
*17 January, 6.15 pm*

***RESOLVED: noted.***

**P 5565    Press Release**

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

***Meeting closed at 8.58 pm***

***Date of next meeting: 31 January 2017***