

HORLEY TOWN COUNCIL

Joan Walsh
Chief Executive Officer
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
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AGENDA

PLANNING & DEVELOPMENT COMMITTEE

Date / Time: Tuesday 10 June 2025 at 7.30pm

Venue: Horley Town Council offices, Albert Rooms, 92 Albert Road, Horley RH6 7HZ

Dear Councillors

You are hereby respectfully summoned to attend the **MEETING of HORLEY TOWN COUNCIL PLANNING & DEVELOPMENT COMMITTEE** to be held on Tuesday 10 June 2025, 7.30pm, at the Albert Rooms, 92 Albert Road, Horley RH6 7HZ. The Agenda for the meeting is attached to this Summons.

Yours sincerely

Joan Walsh
Chief Executive Officer

Members' Apologies:	If required, a Member must submit their apologies for this meeting by sending an email to: town.clerk@horleytown.com or by telephoning the office on 01293 784765, by no later than noon on the day of the meeting.
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Public Forum:	<p><u>Members of the Public and Press are welcome to attend this meeting in person</u></p> <p>Public and Press attendees are invited to put questions or draw relevant matters to the Council's attention and are permitted to speak once only and for five minutes maximum in respect of a business item on the agenda, at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a question or comment is submitted in writing which shall be answered in due course.</p>
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HORLEY TOWN COUNCIL

Planning and Development Committee

A meeting of the above-named Committee will be held at the Albert Rooms, Albert Road, Horley on Tuesday 10 June 2025 at 7.30pm

All correspondence and papers referred to in the public part of the agenda are available to view in the Town Council Offices during normal office hours or on the website

A G E N D A

1. **Apologies and Reasons for Absence**
To receive apologies for absence with officer recommendation for acceptance.
2. **Disclosable Pecuniary Interests and Non-Pecuniary Interests**
To receive from members any Declarations of Interest in relation to any items included on the Agenda for this Meeting.
3. **Public Forum**
4. **Approval of Minutes**
Planning and Development Committee held on 13 May 2025.
5. **Planning Updates**
Planning and Development Committee held on 13 May 2025.
6. **Planning Applications**
 - i) To consider the list of applications determined for the period 9 May 2025 to 5 June 2025.
 - ii) To consider the list of applications registered for the period 9 May 2025 to 5 June 2025.
7. **Planning Appeals**
To consider any Planning Appeals received and determined.
8. **Ongoing Planning Matters**
To receive any updates.
9. **Highways and Transport Matters**
 - i) **Westvale Park / Meath Green Lane Crossing** - To consider making a request to change 'give way' priorities at the junction and other possible safety measures, for consideration by Surrey Highways.
 - ii) **Traffic Calming at Lee Street, Horley Row and Mill Lane** – To ratify the Town Council's letter to Surrey Highways
 - iii) To receive an update on any other matters.
10. **Communications Received**
11. **Diary Dates**
12. **Press Release** - To agree items for inclusion.

Date of next meeting: 15 July 2025

Signed: Chief Executive Officer

Dated: 5 June 2025

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List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 08/05/25	Application No: 25/00822/HHOLD
LOCATION:	Briarwood, 31 Limes Avenue, Horley, Surrey RH6 9DG
DESCRIPTION:	Proposed single storey rear extension, front porch and tiled roof over existing extension.
Cons Expiry Date: 04/06/25; Determination Deadline: 03/07/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	No objections

02. RBBC Letter Dated: 09/05/25	Application No: 25/00767/HHOLD
LOCATION:	65 Benhams Drive, Horley, Surrey RH6 8QP
DESCRIPTION:	New rear extension
Cons Expiry Date: 04/06/25; Determination Deadline: 04/07/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	No objections

03. RBBC Letter Dated: 08/05/25	Application No: 25/00864/F
LOCATION:	30 Balcombe Road, Horley, Surrey RH6 9AA
DESCRIPTION:	Architectural enhancement of elevations to soften the erstwhile commercial elevations into a more traditional look to enhance the street scene.
Cons Expiry Date: 04/06/25; Determination Deadline: 03/07/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
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04. RBBC Letter Dated: 09/05/25	Application No: 25/00871/S73
LOCATION:	18 Bolters Road South, Horley, Surrey RH6 8HT
DESCRIPTION:	To demolish the detached garage and rear extension and construct a single storey rear extension with roof light and a side car port. Variation of condition 1 of permission 23/00335/HHOLD to retain existing extension wall that runs adjacent to the boundary.
<i>Cons Expiry Date: 06/06/25; Determination Deadline: 04/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	No objections

05. RBBC Letter Dated: 09/05/25	Application No: 25/00763/CU
LOCATION:	Gatwick White House Hotel, 52 Church Road, Horley, Surrey RH6 7EX
DESCRIPTION:	Change of Use from a Hotel (C1) use to a mixed use site comprising a Hotel and Restaurant (E) offering hospitality not only to staying guests but to non-residents and a food take-away service. Improvements to the restaurant and kitchen layout within a total floor area of 83sqm to include a relocated licensed bar and improvements to the kitchen to provide the additional take-away service and a non-resident restaurant and bar service.
<i>Cons Expiry Date: 07/06/25; Determination Deadline: 04/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	No objections to the proposed change of use to mixed hotel and non resident restaurant and to support a local business, however we have concerns on car parking capacity to cope with staying guests and non residents.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
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06. RBBC Letter Dated: 12/05/25	Application No: <u>25/00876/ADV</u>
LOCATION:	Land Outside 5a High Street, Horley, Surrey RH6 7BE
DESCRIPTION:	One digital advertisement display within proposed new communications kiosk.
<i>Cons Expiry Date: 10/06/25; Determination Deadline: 07/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	<p>HTC objects on the grounds that many years have been spent working with BT to remove town centre pay phones (at BT request) on the grounds of little or no use.</p> <p>The proposed location does not fit in with the upgrade to the pedestrian precinct under the 'Delivering Change' programme and would add clutter to the area.</p> <p>There is already an H24 publically accessible defribulator in the precinct on the front of Boots.</p>

07. RBBC Letter Dated: 12/05/25	Application No: <u>25/00875/F</u>
LOCATION:	Land Outside 5a High Street, Horley, Surrey RH6 7BE
DESCRIPTION:	Installation of one new communications kiosk with integrated defibrillator and advertising display.
<i>Cons Expiry Date: 12/06/25; Determination Deadline: 07/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 10/06/25)	<p>HTC objects on the grounds that many years have been spent working with BT to remove town centre pay phones (at BT request) on the grounds of little or no use.</p> <p>The proposed location does not fit in with the upgrade to the pedestrian precinct under the 'Delivering Change' programme and would add clutter to the area.</p> <p>There is already an H24 publically accessible defribulator in the precinct on the front of Boots.</p>

08. RBBC Letter Dated: 14/05/25	Application No: <u>25/00893/CLE</u>
LOCATION:	48a Meath Green Lane, Horley, Surrey RH6 8HY
DESCRIPTION:	Lawful use as a single C3 dwellinghouse
<i>Cons Expiry Date: 13/06/25; Determination Deadline: 09/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
To see plans please CTRL+click on the application number to follow the link

09. RBBC Letter Dated: 15/05/25	Application No: 25/00902/HHOLD
LOCATION:	Hatch End, Apperlie Drive, Horley, Surrey RH6 9EU
DESCRIPTION:	Conversion of an existing stable building into habitable accommodation, ancillary to the use of the main dwellinghouse.
<i>Cons Expiry Date: 14/06/25; Determination Deadline: 10/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	No objections, subject to compliance with Conservation Officer's requirements.

10. RBBC Letter Dated: 23/05/25	Application No: 25/00942/HHOLD
LOCATION:	30 Sangers Drive, Horley, Surrey RH6 8AH
DESCRIPTION:	Proposed conversion of integral garage to study and utility room, internal alterations, patio doors and velux roof window to rear elevation.
<i>Cons Expiry Date: 20/06/25; Determination Deadline: 18/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	No objections, however we note that the block plan has the incorrect property marked, showing 32 instead of 30.

11. RBBC Letter Dated: 20/05/25	Application No: 25/00417/F
LOCATION:	Land at Blundell Barn, Horley Row, Horley, Surrey RH6 8DF
DESCRIPTION:	New three bedroom dwelling with parking and landscaping on land at Blundell Barn
<i>Cons Expiry Date: 20/06/25; Determination Deadline: 15/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	No objections, subject to any comments from the Conservation Officer, as the site is in a conservation area.

12. RBBC Letter Dated: 29/05/25	Application No: 25/00881/HHOLD
LOCATION:	13 Campbell Grove, Horley, Surrey RH6 8PL
DESCRIPTION:	Two storey side extension
<i>Cons Expiry Date: 24/06/25; Determination Deadline: 24/07/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
To see plans please CTRL+click on the application number to follow the link

Tree Works (Non-Felling)

A. RBBC Letter Dated: 13/05/2025	Application No: <u>25/00886/TPO</u>
LOCATION:	Land Adjacent to 142 Balcombe Road, Horley, Surrey RH6 9DS
DESCRIPTION:	The Scotts Pine tree - we would like to reduce through a combination of crown lifting and crown reduction stands in close proximity to our property (approximately 8-10 metres away) on a private road. (see diagram). Due to a lack of reduction over a number of years, the tree and its branches have grown substantially, particularly in the southern direction and therefore overhang our property quite significantly. The tree now leans towards the south, increasing the overhang and potential damage to our property if it were to fall and the debris falling from the tree is considerable all year round in what is a high traffic area. Through a combination of crown lifting and reduction, we would like to reduce the weight on the south side of the tree, even the crown to make the tree more balanced to improve longevity, reduce the leaves that create imbalance, improve the aesthetic of the tree.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 9 May 2025 – 5 June 2025
To see plans please CTRL+click on the application number to follow the link

The following applications are for information only

During the period 9 May 2025 – 5 June 2025

List of Determined Applications – Horley

By Reigate & Banstead Borough Council

Applications Approved			
Application Number	Details	HTC Comments	Decision
<u>25/00477/HHOLD</u>	72 The Drive, Horley, Surrey RH6 7NH Proposed white render finish to existing external walls.	No objections	Approved with conditions
<u>25/00233/HHOLD</u>	83 Balcombe Road, Horley, Surrey RH6 9AB Extending ground floor garage brickwork by 70cm and erection first floor extension above extended garage, dormer style first floor extension.	No objections	Approved with conditions
<u>25/00515/HHOLD</u>	11 Railfield Gardens, Horley, Surrey RH6 9FY Loft conversion with two small pitched roof dormers and roof windows.	No objections	Approved with conditions
<u>25/00567/TPO</u>	26 Grove Road, Horley, Surrey RH6 8EL Walnut (T7, TPO RE485A). Fell tree to ground level and remove all arisings. Tree is in terminal decline, shedding branches, and poses a safety risk to property, vehicles, and the public. Condition confirmed by three independent tree specialists and the council tree officer. No replacement proposed due to financial constraints, inability to maintain a new tree due to work commitments, concerns over future growth near the property, and high risk of vandalism in the front garden. Replacement requirement waived by tree officer.	No objections, subject to no adverse comments from the Tree Officer.	Approved with conditions
<u>25/00581/TPO</u>	Meadowcroft House, 182 Balcombe Road, Horley, Surrey RH6 9ER 1. Sycamore- fell tree. 2. Cyprus Lawsons- fell tree. 3. Laurel- fell tree. 7. Sycamore- fell tree. 4. Mixed broadleaves- Fell and poison all self set trees/vegetation within 1m of building. 5. Mixed broadleaves- Fell dead trees to waist height. 6. Cypress Lawsons- Fell tree. 8. Sycamore- Lift and cut back to give 1.5m clearance	No objections, subject to any recommendations from the Tree Officer and subject to planting of replacement trees.	Approved with conditions

During the period 9 May 2025 – 5 June 2025

<u>25/00625/HHOLD</u>	14 Kingsley Road, Horley, Surrey RH6 8HR Proposed garage and utility room to replace existing garage.	No objections	Approved with conditions
<u>25/00604/HHOLD</u>	Ditchling, 11 The Crescent, Horley, Surrey RH6 7NZ Erection of a single storey side and rear extension and first floor side extension. As amended on 11/04/2025.	No objections	Approved with conditions
<u>25/00557/HHOLD</u>	16 Regents Mews, Horley, Surrey RH6 7AN Loft conversion with small pitched roof dormer.	No objections	Approved with conditions
<u>25/00564/HHOLD</u>	65 Parkhurst Road, Horley, Surrey RH6 8EU Two storey side/rear extension and a single storey rear kitchen extension.	No objections	Approved with conditions
<u>25/00157/F</u>	59 Sangers Drive, Horley, Surrey RH6 8AN The addition of two cattery pens to an existing cattery	No objections	Approved with conditions
<u>25/00593/HHOLD</u>	2 Lechford Road, Horley, Surrey RH6 7NB Demolition of existing single storey garage and lean-to, erection of a two storey 4.125m wide side extension to follow the footprint of the original garage.	No objections	Approved with conditions
<u>25/00591/HHOLD</u>	25 Kingsley Road, Horley, Surrey RH6 8HP Demolition of existing rear bay window and side conservatory structure; conversion of garage to habitable space, construction of enlarged single storey extension, single storey side extension, single storey rear extension, two dormer roof extensions to the rear and extension and alterations to the front facing dormer roof/window.	No objections	Approved with conditions
<u>25/00508/HHOLD</u>	18 Windmill Close, Horley, Surrey RH6 9AG Proposed single storey rear extension. As amended on 28/05/2025.	No objections but should any flood mitigation measures be required as the property lies within FZ2?	Approved with conditions
<u>25/00699/HHOLD</u>	19 Parkhurst Road, Horley, Surrey RH6 8EU Demolition of existing conservatory and rear extension. Proposed new rear extension with asymmetrical pitched roof. Long slope to receive integrated photovoltaic panels. Rooflights to side pitch.	No objections	Approved with conditions

During the period 9 May 2025 – 5 June 2025

<p><u>25/00730/TPO</u></p>	<p>Horley Cricket Hockey and Squash Club, Horley Row, Horley, Surrey RH6 8BG T1 Ash – Reduce lowest limb overhanging practice nets by 1.5m to give clearance back to suitable growth points. End of limb is now interfering with the nets.</p>	<p>No objections, subject to no adverse comments from the Tree Officer.</p>	<p>Approved with conditions</p>
<p><u>25/00684/TPO</u></p>	<p>4 Grays Wood, Langshott, Horley, Surrey RH6 9UT AMENDED SPECIFICATION. SEE CONDITION 2.T1 - English oak (as per plan provided). Selectively prune by removing the epicormic growth from the trees trunk up to a maximum height of 4.0 meters. Selectively prune by removing the lowest branch overhanging the applicants rear garden, back to union from which this branch originates.</p>	<p>No objections, subject to no adverse comments from the Tree Officer.</p>	<p>Approved with conditions</p>

During the period 9 May 2025 – 5 June 2025

Applications Refused and Withdrawn

By Reigate & Banstead Borough Council

Applications Refused			
Application No:	Details	HTC Comments	Status
<u>25/00480/TPO</u>	Land to the Rear of 5 Longchamp Close, Langshott, Horley, Surrey RH6 9GD T7 – Oak – Remove. The tree works are proposed to stop the influence of the tree(s) on the soil below building foundation level and provide long term stability. Estimated costs of repair to the building are £24,920.00 if the influence of the tree(s) remain and £76,032.00 if the proposed tree works are allowed to proceed. Granting permission will limit these costs. In the event of a refusal we, or our clients, will seek to secure compensation for the additional costs incurred through Section 202(e). Should the tree/s remain the total cost of repairs will be the Superstructural repairs + Alternative method of repairs = £100,952.00. It is the expert opinion of both the case engineer and arboriculturalist that on the balance of probabilities the supporting information demonstrates the influence of the tree(s). Note: Further monitoring results may be submitted if these become available during the course of this application.	HTC has no objections and supports recommendations from the Tree Officer. However, HTC would like to enquire if there are any TPOs in place? From the map provided, several of the trees are outside of the property, therefore who is responsible for tree maintenance?	Refused

Applications Withdrawn			
Application No:	Details	HTC Comments	Status

During the period 9 May 2025 – 5 June 2025

Appeals Lodged – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Application Date

Appeals In Progress (Awaiting Decision) – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Hearing Date
<u>24/00048/E_EN</u> APP/L3625/C/24/3345298	Land Adjacent to Saxon House, Haroldslea Drive, Horley, Surrey RH6 9PH Without planning permission, the material change of use of the land from amenity land of Saxon House, Haroldslea Drive, Horley, Surrey RH6 9PH to a gypsy/traveller site, including the siting of a mobile home and the laying of a new access track.	Enforcement Notice Appeal – Hearing	23/07/2025
<u>24/00952/TPO</u> APP/TPO/L3625/10298	8 Park Lawn Avenue, Horley, Surrey RH6 8JU T1 Ash – Fell to ground level in sections. Replant ash tree in its place. Reasons: The ash tree is diseased and has ash die back. The tree has been dropping large branches over the past couple of years, this is for safety reasons.	Appeal Against Refusal of Tree Application	
<u>23/01763/CU/AP</u> APP/L3625/W/25/3361735	21 Haroldslea Close, Horley, Surrey RH6 9DZ Change of use of the outbuilding/garage to short term lets independent of the use of the main dwelling. As amended on 21/02/2024.	Planning Appeal (W)	
<u>25/00083/ADV</u> APP/L3625/Z/25/3364785	Doublesided free standing digital information and advertising display unit Highways Land Inbetween Fonehouse and Mayhews, Victoria Road, Horley, Surrey RH6 7AY	Commercial (CAS) Appeal	
<u>25/00084/ADV</u> APP/L3625/Z/25/3364406	Double sided free standing digital information and advertising display unit Highways Land Outside Jack Fairman Pub, 28A Victoria Road, Horley, Surrey RH6 7PZ	Commercial (CAS) Appeal	

Appeals Decided – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Decision



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28 May 2025

Cllr Matt Furniss
Cabinet Member for Highways, Transport and Economic Growth
Surrey County Council
Woodhatch Place
11 Cockshot Hill
Reigate
Surrey RH2 8EF

By Email: matt.furniss@surreycc.gov.uk

Dear Cllr Furniss

Traffic Calming at Lee Street, Horley Row and Mill Lane, Horley, Surrey
SCC Petition Reference Number: To follow

Horley Town Council is writing to request consideration for the implementation of traffic calming measures on Lee Street, Horley Row and Mill Lane.

Lee Street, Horley Row and Mill Lane form a continuous single residential street with a total of more than 100 residences. This letter will refer to the three roads simply as "Lee Street".

We can confirm that a Petition of more than 200 residents of Lee Street and surrounding streets, has been submitted to Surrey County Council this week, in support of **the implementation of traffic calming measures on Lee Street**.

Lee Street is a residential road but is experiencing traffic levels equivalent to that of an A road. It is used as a cut through between the A23 Brighton Road and the A217 Reigate Road, and this is then compounded by several factors:

- The growth in the town, the recent new builds in The Acres and Westvale Park have added considerably to the traffic in the town;
- The lack of routes out of Westvale Park – the new estate has only two exits, forcing traffic out into the A217 or the A23 and then into Lee Street to avoid going through the centre of the town;
- Heavy goods vehicles from the Britaniacrest site on the A217 regularly using the road to cut through to the A23, causing significant noise and disruption to residents;
- Complex junctions, particularly the Meath Green Lane/Vicarage Lane off-set crossroads; and
- Lastly, there is **nothing** to impede the flow of traffic at all – no traffic lights, no give-ways, no roundabouts, no pelican crossings.

In addition to very high volumes of traffic, there is an additional issue with speeding. A local resident recently obtained details of a **2024 Lee Street Speed Survey** via a Freedom of Information request. This clearly demonstrates that average speeds exceed 30mph and, given the volume of traffic, clearly supports the view that a very large number of vehicles regularly and significantly exceed 30mph, with some vehicles recorded at more than 90mph.

Continued .../

In recent years, there have been a number of accidents, typically involving excessive speed and/or driver confusion in navigating the complex junctions (noted above). A recent example, which was fortunately late at night, resulted in five cars parked in driveways being written off. Given that the road is also a bus route and a pedestrian thoroughfare, there is an elevated risk of injury.

All of these matters, noted above, impact on the quality of residents' lives, whether that is noise, vibrations, roadside pollution or increased risk of harm, to name just a few.

There are a number of options that Surrey Highways could consider to improve the situation including, but not limited to:

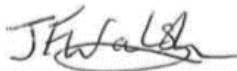
- Speed cameras;
- Road humps;
- Chicanes;
- Traffic lights or mini roundabouts at busy junctions; and
- Resident only access (in full or in part).

The last bullet point may seem an extreme solution; however, this has already occurred for prolonged periods on two occasions in the recent past when the road has been closed completely at one end (the junction with the A217) for more than a month, for works. Neither of these closures caused significant issues.

We are aware that this issue had been raised several times in the past by residents, as well as Town and County Councillors. Following this, some discussions have taken place. Moreover, the County may currently be considering measures that could be taken. Notwithstanding this, we would request that we meet with representatives of Surrey Highways together with our local representatives at County, Borough and Town levels, to consider how best to address this issue.

We look forward to your response.

Yours sincerely



Joan Walsh
Chief Executive Officer

cc:

Chris Coghlan MP

ClIr Andy Lynch

ClIr Helen Clack

ClIr Richard Biggs

ClIr Dineke van den Bogerd

ClIr Jo Farrar-Alsop

ClIr Kirstie Havard