

HORLEY TOWN COUNCIL

Joan Walsh
Chief Executive Officer
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
Email: info@horleysurrey-tc.gov.uk
www.horleysurrey-tc.gov.uk



AGENDA

PLANNING & DEVELOPMENT COMMITTEE

Date / Time: Tuesday 21 October 2025 at 7.30pm

Venue: **Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG**

Dear Councillors

You are hereby respectfully summoned to attend the **MEETING of HORLEY TOWN COUNCIL PLANNING & DEVELOPMENT COMMITTEE** to be held on Tuesday 21 October 2025, 7.30pm, at the Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG. The Agenda for the meeting is attached to this Summons.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Joan Walsh', is written over a light blue horizontal line.

Joan Walsh
Chief Executive Officer

Members' Apologies:	If required, a Member must submit their apologies for this meeting by sending an email to: info@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><i><u>Members of the Public and Press are welcome to attend this meeting in person</u></i></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 Chair. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chair 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 Horley Baptist Church, 289 Court Lodge Road, Horley, Surrey RH6 8RG on Tuesday 21 October 2025 at 7.30pm

All correspondence and papers referred to in the public part of the agenda are available to view 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 23 September 2025.
5. **Planning Updates**
Planning and Development Committee held on 23 September 2025.
6. **Planning Applications**
 - i) To consider the list of applications determined for the period 19 September to 16 October 2025.
 - ii) To consider the list of applications registered for the period 19 September to 16 October 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**
To receive an update on any other matters.
10. **RBBC Air Quality Action Plan and Strategy Consultation**
To ratify this Council's response to the consultation.
11. **Precept 2026/27**
To review this Committee's requirements, for consideration by Full Council.
12. **Communications Received**
13. **Diary Dates**
14. **Press Release** - To agree items for inclusion.

Date of next meeting: 18 November 2025

Signed: Chief Executive Officer

Dated: 16 October 2025

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Members of the Planning and Development Committee:

CLrs Blacker, Chester, Easterbrook, Fagan, George, Hughes, Hudson, Mearing, Saunders, Turner, Wotton

During the period 19 September 2025 – 16 October 2025

List of Determined Applications – Horley

By Reigate & Banstead Borough Council

Applications Approved			
Application Number	Details	HTC Comments	Decision
<u>25/01238/HHOLD</u>	23 Wolverton Gardens, Horley, Surrey RH6 7LZ Proposed single storey rear extension. As amended on 01/09/2025.	No objections	Approved with conditions
<u>25/01359/TPO</u>	Haversham House, Sarel Way, Horley, Surrey RH6 8LN G381. Ash x 3 - Fell to as close to ground level as possible and treat stump to inhibit regrowth. 386. Black Pine - Remove major deadwood greater than 25mm diameter. 389. Poplar - Carefully dismantle to as close to ground level as possible utilising a Mobile Elevated Work Platform and treat stump to inhibit regrowth. G396. Mixed group (Elm and self set Sycamore) - Fell to as close to ground level as possible and treat stumps to inhibit growth. 384 Poplar - Crown lift to provide 3 metres clearance from ground level and Mixed species from the Poplar 384 to the garages including down the side of the garages, growing from railway land - Reduce encroachment to boundary line.	<p style="text-align: center;">No objections, subject to the recommendations of the Tree Officer.</p> <p style="text-align: center;">We would support the planting, if possible, of new trees so in time will provide noise screening to the railway line.</p>	Approved with conditions
<u>25/01351/HHOLD</u>	2 Kidworth Close, Horley, Surrey RH6 8JP Garage conversion into habitable area and new front porch	No objections	Approved with conditions
<u>25/01381/HHOLD</u>	23 The Close, Horley, Surrey RH6 9EB Single storey rear extension	No objections	Approved with conditions
<u>25/01319/HHOLD</u>	Horley Mill, 83 Lee Street, Horley, Surrey RH6 8HD First floor extension with balcony. As amended on 24/09/2025.	No objections	Approved with conditions
<u>25/01465/HHOLD</u>	30 Fairfield Avenue, Horley, Surrey RH6 7PD Proposed double storey side extension. As amended on 15/09/2025.	No objections	Approved with conditions

During the period 19 September 2025 – 16 October 2025

<u>25/01338/F</u>	Neighbourhood Hall Horley North West Development, Webber Street, Horley, Surrey RH6 8SU Change of use of first floor of the Neighbourhood Hall (Use Class F2(b)) to medical treatment and consulting rooms (Use Class (E)(e))	No objections. HTC very much supports this application which will enhance healthcare provision for the local community in this part of Horley.	Approved with conditions
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Applications Refused and Withdrawn

By Reigate & Banstead Borough Council

Applications Refused			
Application No:	Details	HTC Comments	Status
			Refused

Applications Withdrawn			
Application No:	Details	HTC Comments	Status
			Withdrawn by Applicant

During the period 19 September 2025 – 16 October 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>24/00952/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.	Fast Track Appeal	
<u>24/02192/HHOLD</u> APP/L3625/D/25/3368597	15 Woodroyd Gardens, Horley Surrey RH6 7LP Rear extension. As amended on 10/03/2025.	Householder (HAS) Appeal	
<u>25/00875/F/AP</u> APP/L3625/W/25/3369693	Land Outside 5A High Street Horley Surrey RH6 7BE Installation of 1 no. new communications Kiosk with integrated defibrillator and advertising display	Planning Appeal (W)	
<u>25/00876/ADV/AP</u> APP/L3625/H/25/3369694	Land Outside 5A High Street Horley Surrey RH6 7BE 1 no. Digital advertisement display within proposed new communications Kiosk	Advertisement Appeal	
<u>APP/B3600/X/25/3372337</u>	Land at Hathersham Lane, Smallfield, Surrey RH6 9JG Appeal against the refusal of a Certificate of Lawful Existing Use of Development (CLEUD) Ref: TA2024/613 dated 4 March 2025, for the use of the land for aggregate recycling, including the importation and processing of construction, demolition and excavation waste with ancillary scrap metal processing.	Lawful Development Certificate Appeal	

During the period 19 September 2025 – 16 October 2025

Appeals Decided – Horley

Application No / Planning Inspectorate Reference:	Details	Case Type	Decision
24/00048/E_EN <u>APP/L3625/C/24/3345298</u>	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	Planning Permission Granted

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 19 September 2025 – 16 October 2025
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 09/09/25	<u>25/01607/HHOLD</u>
LOCATION:	66 Castle Drive, Horley, Surrey RH6 9DE
DESCRIPTION:	Erection of a single storey garden room in the side of the garden.
Cons Expiry Date: 09/10/25; Determination Deadline: 04/11/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	The proposed location for the garden room has a dominant effect on the local visual amenity. HTC would suggest this could be mitigated with the introduction of soft landscaping on the sides fronting the road.

02. RBBC Letter Dated: 15/09/25	<u>25/01505/HHOLD</u>
LOCATION:	121 Balcombe Road, Horley, Surrey RH6 9BG
DESCRIPTION:	Proposed car port with hipped roof
Cons Expiry Date: 10/10/25; Determination Deadline: 10/11/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

03. RBBC Letter Dated: 18/09/25	<u>25/01608/F</u>
LOCATION:	J Russell & Co, 39 Albert Road, Horley, Surrey RH6 7HB
DESCRIPTION:	Demolition of existing buildings and the erection of four flats and one studio
Cons Expiry Date: 13/10/25; Determination Deadline: 13/11/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	Deadline extended - email Jake Hardman after the Planning Meeting: planning.applications@reigate-banstead.gov.uk, jake.hardman@reigate-banstead.gov.uk

04. RBBC Letter Dated: 19/09/25	<u>25/01456/HHOLD</u>
LOCATION:	2 Broadmead, Langshott, Horley, Surrey RH6 9XB
DESCRIPTION:	Single storey front extension
Cons Expiry Date: 15/10/25; Determination Deadline: 14/11/25;	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

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05. RBBC Letter Dated: 22/09/25	<u>25/01700/F</u>
LOCATION:	Flat Shell, 2-5 Lincoln Close, Horley, Surrey RH6 7DX
DESCRIPTION:	Replacement of existing single glazed timber and double glazed PVCu casement windows to PVCu double glazed casement windows. Replacement of main entrance single glazed timber door to aluminium double glazed door.
<i>Cons Expiry Date: 20/10/25; Determination Deadline: 17/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

06. RBBC Letter Dated: 22/09/25	<u>25/01698/F</u>
LOCATION:	Flat Shell, 9-15 Lincoln Close, Horley, Surrey RH6 7DX
DESCRIPTION:	Replacement of existing timber single glazed and PVCu double glazed casement windows to PVCu double glazed casement windows. Replacement of existing single glazed timber door with aluminium double glazed door.
<i>Cons Expiry Date: 17/10/25; Determination Deadline: 17/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

07. RBBC Letter Dated: 22/09/25	<u>25/01699/F</u>
LOCATION:	Flat 15-24, Oakley House, Norfolk Close, Horley, Surrey RH6 7DW
DESCRIPTION:	Replacement of existing single glazed timber windows with double glazed PVCu windows. Replacement of existing single glazed timber balcony doors with double glazed PVCu balcony doors. Replacement of existing main entrance single glazed timber door with double glazed aluminium door.
<i>Cons Expiry Date: 20/10/25; Determination Deadline: 17/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

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08. RBBC Letter Dated: 01/10/25	<u>25/01731/HHOLD</u>
LOCATION:	81 Campbell Grove Horley Surrey RH6 8PL
DESCRIPTION:	Proposed outbuilding.
<i>Cons Expiry Date: 22/10/25; Determination Deadline: 19/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS (for Officer delegation, in consultation with Chairman, prior to deadline and ratification at meeting 21/10/25)	No objections

09. RBBC Letter Dated: 02/10/25	<u>25/01471/F</u>
LOCATION:	Shiraz 11 Massetts Road Horley Surrey RH6 7PR
DESCRIPTION:	Erection of a first floor extension and change of use of the first floor to restaurant.
<i>Cons Expiry Date: 23/10/25; Determination Deadline: 21/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	

10. RBBC Letter Dated: 03/10/25	<u>25/01663/HHOLD</u>
LOCATION:	14 Furze Close Horley Surrey RH6 9SL
DESCRIPTION:	Loft conversion with 3 pitched roof dormers
<i>Cons Expiry Date: 24/10/25; Determination Deadline: 24/11/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	

11. RBBC Letter Dated: 13/10/25	<u>25/01702/HHOLD</u>
LOCATION:	114 Balcombe Road Horley Surrey RH6 9BW
DESCRIPTION:	First floor rear extension.
<i>Cons Expiry Date: 03/11/25; Determination Deadline: 04/12/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	

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12. RBBC Letter Dated: 14/10/25	<u>25/01806/S73</u>
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 dwelling-house. Variation of condition 3 or permission 25/00902/HHOLD. Removal of timber material requirement for bi-folding doors.
<i>Cons Expiry Date: 04/11/25; Determination Deadline: 01/12/25;</i>	
HORLEY TOWN COUNCIL COMMENTS	

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Tree Works (Non-Felling)

A. RBBC Letter Dated: 15/09/2025	<u>25/01654/TPO</u>
LOCATION:	9 Newlands Close, Horley, Surrey RH6 8JR
DESCRIPTION:	2m crown reduction on an oak tree.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 11/09/2025	<u>25/01629/TPO</u>
LOCATION:	14 Hedingham Close, Langshott, Horley, Surrey RH6 9NB
DESCRIPTION:	G2 – 2 x pine (third party tree) – reduce branch length by 2-3 metres on all branches over hanging 14 Hedingham Close, full crown height. G2 is two large pine trees overhanging a child's play area in the client's garden (please see map). The works will reduce the risk of more deadwood falling out the tree onto the play area. The works will improve the aesthetics of the tree and balance the crown.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 18/09/2025	<u>25/01691/TPO</u>
LOCATION:	Street Record, Langwood Drive, Horley Surrey RH6 9FH
DESCRIPTION:	T1 Oak – remove broken failed branch back to main stem due to overhanging footpath
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

D. RBBC Letter Dated: 18/09/2025	<u>25/01690/TPO</u>
LOCATION:	2 Langwood Drive, Horley, Surrey RH6 9FH
DESCRIPTION:	T1 Oak – reduce canopy overhanging garden no 2 by 1.5-2m to excessive bird waste being produced on lawn and decking areas.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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E. RBBC Letter Dated: 06/10/2025	25/01755/TPO
LOCATION:	Oatlands Warltersville Way Horley Surrey RH6 9EP
DESCRIPTION:	T1 lime to reduce the overall size of of crown by 3 meters. To crown thin by 15%. To remove large epercormic growth growing throughout the crown. To reduce basal trunk growth down to 3 meters. This tree is causing excessive shading to the flats and patio area below
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

F. RBBC Letter Dated: 06/10/2025	25/01783/TPO
LOCATION:	20 Ferndown Horley Surrey RH6 8ED
DESCRIPTION:	T1 - Oak located at back of property. reduce crown height and spread by 1.5-2 metres back to suitable growth points. Remove Epicormic growth from trunk and thin/clean out crown by 15%
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

G. RBBC Letter Dated: 06/10/2025	25/01724/TPO
LOCATION:	Rear Of Garage Block Sarel Way Horley Surrey RH6 8EW
DESCRIPTION:	Multi trunk/stemmed Poplar tree that is located to the rear of a garage block. This tree is made up of five trunks, two have been cut down to between 2.5 metre-4 metres from ground level. The base of the tree has pockets of damp and possible rot and concerns that the base could split, causing damage to the garage block and nearby properties. Reduction in height of between approximately 7.5 – 10 metres.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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H. RBBC Letter Dated: 08/10/2025	25/01761/TPO
LOCATION:	12 Hedingham Close Langshott Horley Surrey RH6 9NB
DESCRIPTION:	T1 Oak - Prune to reduce the crown volume by 15%, this means branch shortening of 1m strictly pruning to appropriate growth points. The reason is to maintain the tree size, preventing requirement for a hard cut back in future. T2 Oak - Tip prune the lateral branches that are adjacent to the house, shortening branches by 0.75m, strictly to appropriate growth points. The reason is to reduce weight and sail area. Crown lift the two low limbs that are above the neighbours parking area.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

I. RBBC Letter Dated: 10/10/2025	25/01813/TPO
LOCATION:	Kiosk A Victoria Square Consort Way Horley Surrey
DESCRIPTION:	T1 - Pavement x1 plane tree reduce back all lower branches encroaching onto Twin Peaks Sandwich Bar by 2 metres, reduce back all branches encroaching onto Morrisons by 2 metres. Outgrowing surrounding area, large tree in close proximity to buildings, part of a regular maintenance program to maintain tree at a suitable size for its location, encroaching onto properties and causing a nuisance to local residents.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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The following applications are for information only

25/01546/SCOPE – Land Parcel at Meath Green Lane and Lodge Lane, Salfords, Surrey | Scoping opinion with regards to the proposed development to Land to West of Salfords (The Site).