

# **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 17 July, at 7.30 pm

<b>Present</b>	<b>Cllrs</b>	James Baird Surinder Banwait Giorgio Buttironi Mike George (Chairman) Jerry Hudson Linda Mabbett Simon Marshall Richard Olliver David Powell Fiona Stimpson
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<b>In Attendance</b>	Members of the Pubic (2) Judy Morgan (Administrative Officer) Helen Maan (Administrative Officer)
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**P 6122            Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs Biggs, Etheridge, and Samantha Marshall be accepted for reasons as specified in the Attendance Register as well as the apology of the Clerk, Joan Walsh.***

**P 6123            Disclosable Pecuniary Interests and Non-Pecuniary Interests**

***RESOLVED: that the Declarations of Interest be noted.***

**P 6124            Public Forum**

The meeting was attended by Mr F. and Mrs S. Conroy. Mrs Conroy expressed her concerns that Horley had insufficient infrastructure in terms of health, education and other amenities to support the new areas of development. She recounted her experience of the current difficulty in getting a GP appointment and sought reassurance that plans were in place to ameliorate the increased demand that would be created by the new developments in Horley.

The Chairman responded that the Acres now has a few facilities and for Westvale Park there were plans for a new two form entry primary school and a medical centre. The new primary school will start a phased opening in September 2019. In addition, there is provision to expand the capacity at Oakwood School. The developers must provide the infrastructure when they hit certain trigger points in terms of the number of dwellings developed. Councillor Olliver added that, as a former GP, he was aware of the issues regarding access to health care and the Town Council worked to achieve beneficial infrastructure including health, education, transport, parking and recreational facilities.

The Chairman thanked Mr and Mrs Conroy for attending the meeting and they remained for the remainder of the meeting.

**P 6124)**                    **RESOLVED: noted.**

**P 6125**                    **Approval of Minutes**  
**Planning & Development Committee – 19 June 2018**

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

**Matters Arising**  
**Planning & Development Committee – 19 June 2018**

**P 6126**                    **Parking on School Zig-Zag Road Markings, Albert Road, Horley**

The Administrative Officer (JM) reported that David Curl, Surrey Highways, conducted a site visit outside the Albert Road entrance of Horley Infant School, together with an officer from the School Road Safety Team and they agreed that the repainted zig zags on the A23 side of the build out should be retained with signage. However, clarification about a Traffic Regulation Order (TRO) for Albert Road and a blanket TRO for all Horley Schools was still being sought.

Councillor Powell strongly advised of the need for enforcement alongside the signage. The Town Council understands that the RBBC JETS Team will be getting training to enforce parking restrictions.

**RESOLVED: that a further update on the lack of parking restrictions and enforcement outside Horley Infant School, be provided at the next Committee meeting.**

#### **Outside Bodies and Sub-Committees**

##### **Horley Town Management Group (HTMG)**

The Administrative Officer (JM) gave the following information.

**P 6127**                    **Defibrillator Project**

The defibrillator installed at Boots has been registered with SECAMB and the Council has received a list of locations of defibrillators in Horley which will be published on the website. In response to a question from Councillor Mabbett, it was confirmed that Horley Town Council would be responsible for the maintenance of the defibrillator.

**RESOLVED: noted.**

**P 6128**                    **Horley High Street Pedestrian Precinct**

Members were advised that the RBBC Regeneration Manager had given details about the planned timetable for the renovation of the High Street Pedestrian Precinct.

It was reported that the programme has been delayed due to the sourcing of an alternative design of street lighting more in keeping with Horley Town Centre, however, this has since been produced. He advised that the design of the new lighting columns would be 4m high to create an intimate setting more in keeping with a contemporary pedestrian precinct. They would have more hanging brackets for baskets and commando sockets for electricity. It was anticipated that work would begin in late summer and the programme was expected to last 6 months.

**P 6128)** In order to minimise disruption to traders, there would be a couple of weeks prior to Christmas where there would not be any work. The Regeneration Manager was also working with stakeholders and HATS to ensure that they could install a Christmas tree and lights, but it would probably not be possible to hold the Christmas Fair or have a stage on the precinct this year. Although not ideal, the Chairman had understood that HATS found the disruption to Christmas more acceptable than a disruption to the St George's Day event.

The Chairman added that a meeting of the HTMG needed to be organised soon and this would be followed up accordingly (subsequently arranged for Monday, 6<sup>th</sup> August).

**RESOLVED: noted.**

**P 6129**                    **Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 15 June 2018 to 12 July 2018.

**RESOLVED: noted.**

**P 6130**                    **Planning Applications received from Reigate & Banstead Borough Council for the period 15 June 2018 to 12 July 2018.**

**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 6131**                    **Planning Appeals – During the period 15 June 2018 to 12 July 2018**  
**Planning Appeals Received**

There was no update.

**RESOLVED: noted.**

**P 6132**                    **Planning Appeals Determined**

There was no update.

**RESOLVED: noted.**

**Ongoing Planning Matters**

**P 6133**                    There was no update.

**RESOLVED: noted.**

## **North East Sector (The Acres)/North West Sector (Westvale Park)**

### **North West Sector (Westvale Park)**

**P 6134**

#### **Allotments**

Members were updated on a recent meeting with the RBBC Regeneration Manager regarding the possible transfer of two allotment sites to HTC, subject to formal resolution by the Council. Some of the concerns raised were access to the sites and the provision of toilets. It was agreed that the RBBC Regeneration Manager would contact the developer to see if it would be possible to place toilets at one or both sites for use by all allotment holders. A further update would be provided at the next Committee meeting.

**RESOLVED: noted.**

**P 6135**

#### **Bus Service**

The Chairman added that following sight of a recent RBBC Cabinet Paper about Bus Services, he had sought clarification on a few points. As a result, he was able to give the following information.

The initial service requirement for the new service to Westvale Park is for a Monday to Saturday service. Once the development is built out further, the service requirement would be enhanced to include a longer operational day and a Sunday service. The initial tender had been awarded for a three-year period to allow for growth within the development.

Services 422/424 on Monday to Friday: - the service will start at 06:00 from Westvale Park and provide a link to Horley Station, Gatwick and Crawley, 06:15 to Reigate and 06:25 to Redhill. The last bus from Horley Interchange to Westvale Park will depart at 19:36, from Reigate departs at 19:05 and from Redhill at 19:25.

On Saturdays: - the service operates slightly later starting from Westvale Park at 07:18 to Horley Station, Gatwick and Crawley, 07:28 to Redhill and 07:58 to Reigate. The last bus from Horley Interchange to Westvale Park will depart at 18:22, from Reigate departs at 17:41 and from Redhill at 18:01.

Service 424 will operate a rerouted service from 1<sup>st</sup> September.

**RESOLVED: noted.**

**P 6136**

#### **Town Centre Regeneration**

As previously reported, it was hoped that the next meeting of the Horley Regeneration Forum would be held in September. However, a date had yet to be confirmed.

**RESOLVED: noted.**

#### **Railway Matters**

**P 6137**

#### **GTR New Timetable, Letter to Chris Grayling, Secretary of State for Transport**

The Administrative Officer reported that the Town Council had yet to receive a response from the Secretary of State for Transport, Rt Hon Chris Grayling, and local MP, Sam Gyimah, about concerns about the new GTR Timetable. The Department of

**P 6137)** Transport had apologised for the delay in responding and said that the Rail Group had been dealing with a significant increase in correspondence at the moment and had not been able to meet their target timescales. A response was still awaited.

**RESOLVED: noted.**

**P 6138** **Redhill, Reigate & District Rail Users Association (RR&DRUA): Responses to Rail Consultations**

The Administrative Officer (JM) advised that the offer of assistance from RR&DRUA had been accepted by the Town Council, subject to any response being formally approved by resolution of the Town Council.

**RESOLVED: noted.**

#### **Highways Matters**

**P 6139** **SCC 2017-18 Rights of Way and Countryside Access Annual Report**

The Administrative Officer (JM) advised that this report had previously been circulated to members. Key points were that the Rights of Way team were facing a challenge of a 50% reduction in budget, resulting in some necessary closures and a greater reliance on valuable partnership by working with volunteer groups such as Ashcroft Care Services and the Reigate Ramblers.

**RESOLVED: noted.**

**P 6140** **Sink Hole in Victoria Road**

The Council had received notification, circulated to Members, from Surrey Highways that they were proposing to close Victoria Road, Horley from the 23<sup>rd</sup> July to urgently repair the area currently under temporary lights, and to carry out some winter damage patching. The works would most likely be carried out under a 24/7 road closure. Following some discussion, members requested a further update on who was responsible and what exactly was being done. A further update would, therefore, be provided at the next committee meeting.

**RESOLVED: that a further update on the work to the sink hole in Victoria Road be provided at the next Committee meeting.**

**P 6141** **SCC Highways Bulletins**

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

#### **Airport Matters**

**P 6142** **GATCOM: CAA Consultation on Future Economic Regulation of Gatwick Airport**

Cllr George provided an update to the Committee on the above CAA Consultation, details of which had already been forwarded to members for information.

**RESOLVED: noted.**

**P 6143****Recent Airport Communications**

From	Subject	Received	Action
GATCOM	Agenda for GATCOM Meeting, 19 <sup>th</sup> July 2018.	13.7.18	Noted.
GATCOM	Development of a New Aviation Strategy	16.7.18	Noted
GATCOM	Future economic regulation of Gatwick Airport - CAA consultation	29.6.18	Noted
GATCOM	Gatwick Airport Annual Results	29.6.18	Noted
GATCOM	Gatwick Capital Investment Programme 2018	29.6.18	Noted
GATCOM	Gatwick END Noise Action Plan - final draft	29.6.18	Noted
GATCOM	Gatwick Main Runway Maintenance Closures 2018	13.7.18	Noted
GATCOM	Weekly Newsletters & Updates	22.6.18) 29.6.18) 6.7.18) 13.7.18)	Noted

**RESOLVED: noted.****P 6144****Letters Received**

From	Subject	Received	Action
A Horley Resident	Poor train service between Gatwick and Horley, lack of footpaths, and footpaths poorly lit.	5.7.18	Town Council replied that there were two footpaths which were both lit at night. Resident was referred to the area of the Surrey website that dealt with the part night lighting review, the metrobus website and invited to attend a planning meeting.
Tandridge District Council	Publication of Draft Local Plan	5.7.18	Noted
Salford and Sidlow Parish Council	Comments on 18/01180/FULL, Former Philips Research Laboratories site for the redevelopment of the site	16.7.18	To be circulated to all members.

**RESOLVED: noted.**

**P 6145**

**Diary Dates**

Residents' Forum

Albert Rooms at 7.00 pm on Tuesday 24 July 2018

Meeting of Horley Local History Society (details on HLHS Website))

St Bart's Church at 7.00 pm on Thursday 26 July 2018

Extraordinary Council Meeting at 7:00 pm on Tuesday 31 July 2018

F&GP Meeting at 7:30 pm on Tuesday 31 July 2018

***RESOLVED: noted.***

**P 6146**

**Urgent Business**

No matters were raised.

***RESOLVED: noted.***

**P 6147**

**Press Release**

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

**Meeting closed at 8.37 pm**

**Date of next meeting: 14 August 2018**

**Planning & Development Committee**  
**Declarations of Interest**

**Date of Meeting: 17 July 2018**

<b>Councillor(s)</b>	<b>Pecuniary or Non-Pecuniary</b>	<b>Reference</b>	<b>Location</b>	<b>Details</b>
George Stimpson	Non-Pecuniary	18/01404/HHOLD	Little Benin, 60 Vicarage Lane, Horley RH6 8BA	Applicant known to the Councillors



**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 15 June 2018 to 12 July 2018**

**To see plans please CTRL+click on the application number to follow the link .**

<b>1. RBBC Letter Dated: 15/06/18</b>	<b>Application No: <a href="#">18/01154/S73</a></b>
LOCATION:	Thistle London Gatwick Hotel Brighton Road Horley Surrey RH6 8PH
DESCRIPTION:	Construction of an additional storey to existing hotel premises. Variation of condition 3 and 4 of permission <a href="#">81P/0411/F</a> . Amendment to allow for the temporary use of the existing vacant car park to be used until 31 March 2019 for off airport car parking.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>The Town Council OBJECTS to the proposal on the following grounds: -</b> <ul style="list-style-type: none"> <li><b>i. inappropriate use of this site adjacent to a residential area.</b></li> <li><b>ii. there have been problems with the previous unauthorised use of this site for airport parking.</b></li> </ul>

<b>2. RBBC Letter Dated: 19/06/18</b>	<b>Application No: <a href="#">18/01249/HHOLD</a></b>
LOCATION:	37 Parkway Horley Surrey RH6 7HY
DESCRIPTION:	Loft conversion with hip to gable end conversion and dormer to the rear
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>No objections</b>

<b>3. RBBC Letter Dated: 20/06/18</b>	<b>Application No: <a href="#">15/00028/RM1</a></b>
LOCATION:	16 Kings Road Horley Surrey RH6 7AZ
DESCRIPTION:	Reserved matters details of scale, appearance and landscaping of permission ref 15/00028/OUT. Demolition of single storey side extension of existing dwelling. Construction of new dwelling to side.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>No objections</b>

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<b>4. RBBC Letter Dated: 21/06/18</b>	<b>Application No: <u>18/00989/HHOLD</u></b>
LOCATION:	36 Queens Road Horley Surrey RH6 7AH
DESCRIPTION:	Erection of a single storey side and rear extension. As amended on 20/6/2018
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>No objections</b>

<b>5. RBBC Letter Dated: 22/06/18</b>	<b>Application No: <u>18/01301/HHOLD</u></b>
LOCATION:	7 Ladbroke Road Horley Surrey RH6 8PB
DESCRIPTION:	First floor extension.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>No objections</b>

<b>6. RBBC Letter Dated: 25/06/18</b>	<b>Application No: <u>18/01255/HHOLD</u></b>
LOCATION:	9 St Hildas Close Horley Surrey RH6 7BA
DESCRIPTION:	Single storey rear extension for detached house.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 17/07/18)</b>	<b>No objections</b>

<b>7. RBBC Letter Dated 27/06/18</b>	<b>Application No: <u>18/01050/HHOLD</u></b>
LOCATION:	Brook Farm Stable Peeks Brook Lane Horley Surrey RH6 9PP
DESCRIPTION:	Proposed Conservatory
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections</b>

**List of Planning Applications**  
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<b>8. RBBC Letter Dated 28/06/18</b>	<b>Application No: <u>18/00948/F</u></b>
LOCATION:	Land Adjacent To 22 Station Road Horley Surrey RH6 9HL
DESCRIPTION:	Erection of single new dwelling on the land adjacent to 22 Station Road
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>The Town Council OBJECTS to the application the following grounds: -</b> <ul style="list-style-type: none"> <li><b>i. poor design and out of character with the surrounding property</b></li> <li><b>ii. cramped development</b></li> <li><b>iii. adverse effect on neighbouring properties</b></li> <li><b>iv. loss of amenity and off-street parking for residents.</b></li> </ul>

<b>9. RBBC Letter Dated 28/06/18</b>	<b>Application No: <u>18/01404/HHOLD</u></b>
LOCATION:	Little Benin 60 Vicarage Lane Horley Surrey RH6 8BA
DESCRIPTION:	Proposed 8M Rear Extension - Part Single Storey and Part Double Storey. Single Storey Element to have Flat Roof with Lantern Rooflight. First Floor Element is an Extension of an Existing Gable. Infill Element Between Existing and Proposed Gables at First Floor.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections</b>

<b>10. RBBC Letter Dated 29/06/18</b>	<b>Application No: <u>18/01345/HHOLD</u></b>
LOCATION:	1 Benhams Close Horley Surrey RH6 8QX
DESCRIPTION:	Conversion of garage to a reception room, garage door to be removed and window to replace.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections</b>

<b>11. RBBC Letter Dated 29/06/18</b>	<b>Application No: <u>18/01379/HHOLD</u></b>
LOCATION:	99 Balcombe Road Horley Surrey RH6 9BG
DESCRIPTION:	Loft Conversion with rear dormer

**List of Planning Applications**  
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<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections</b>
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<b>12. RBBC Letter Dated 10/07/18</b>	<b>Application No: <u>18/01459/F</u></b>
LOCATION:	British Telecom Telephone Exchange 131 Victoria Road Horley Surrey
DESCRIPTION:	Install high speed Broadband to the local area that this telephone exchange serves and as part of this upgrade additional ventilation is required at the above premises. It is proposed to remove a panel above the fire exit door on the south elevation 1st floor and install an aluminium louvre.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections</b>

<b>13. RBBC Letter Dated 10/07/18</b>	<b>Application No: <u>18/01497/HHOLD</u></b>
LOCATION:	11 Briars Wood Langshott Horley Surrey RH6 9UE
DESCRIPTION:	Proposed single storey rear extension.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>The Town Council OBJECTS to the application the following grounds: -</b> <ul style="list-style-type: none"> <li><b>i. overdevelopment</b></li> <li><b>ii. footprint excessively large in comparison to the existing property</b></li> </ul>

<b>14. RBBC Letter Dated 12/07/18</b>	<b>Application No: <u>18/01392/HHOLD</u></b>
LOCATION:	7 The Meadway Langshott Horley Surrey RH6 9AN
DESCRIPTION:	Demolish existing garage to rear of property and small kitchen extension. Double storey extension to side of house plus single story extension to rear of house.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>The Town Council OBJECTS to the application the following grounds: -</b> <ul style="list-style-type: none"> <li><b>i. massing and design</b></li> <li><b>ii. negative impact on neighbouring amenity</b></li> <li><b>iii. negative visual impact on the street scene, giving the impression of terracing.</b></li> </ul>

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Registered by Reigate & Banstead Borough Council  
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**Tree Works (Felling)**

<b>A. RBBC Letter Dated: 02/07/18</b>	<b>Application No: <u>18/01420/TPO</u></b>
LOCATION:	113 Balcombe Road Horley Surrey RH6 9BG
DESCRIPTION:	T1 Norway Spruce to be felled. Tree is completely covered in ivy which has led to all but the very top few branches dying off. Tree is in a bad state and needs to be felled to prevent it eventually collapsing.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 17/07/18</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

**Tree Works (Non-Felling)**

<b>A. RBBC Letter Dated:/18</b>	<b>Application No:</b>
LOCATION:	
DESCRIPTION:	
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>