

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 14 August, at 7.30 pm

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| Present | Cllrs | James Baird Mike George (Chairman) Jerry Hudson Linda Mabbett Samantha Marshall Simon Marshall Richard Olliver David Powell Fiona Stimpson |
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| In Attendance | Members of the Public (1) Joan Walsh (Town Clerk) Judy Morgan (Administrative Officer) |
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P 6148 Apologies and Reasons for Absence

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

P 6149 Disclosable Pecuniary Interests and Non-Pecuniary Interests

There were no declarations of interest.

RESOLVED: noted.

P 6150 Public Forum

The meeting was attended by Mrs S. Conroy. She sought information about the Town Council's proposal to place a Café Pavilion and toilets in Horley Recreation Ground. She expressed the wish that the much-needed toilets be installed first.

The Chairman responded with the following information. It had been previously resolved that the build be a permanent structure and for the Town Council to have full ownership. The Council is currently in the process of obtaining a full report and Outline Cost Plan from an appointed surveyor consultancy.

The Chairman thanked Mrs Conroy for attending the meeting and she remained for most of the meeting.

RESOLVED: noted.

P 6151 **Approval of Minutes**
Planning & Development Committee – 17 July 2018

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

Matters Arising
Planning & Development Committee – 17 July 2018

P 6152 **Parking on School Zig-Zag Road Markings, Albert Road, Horley**

The Town Clerk reported that she had contacted David Curl, Surrey Highways, to follow up on when the parking restrictions, signage and enforcement outside the Albert Road entrance of Horley Infant School would be in place. She was still awaiting a reply.

Cllr Kay Hammond subsequently advised that a letter had been received, explaining that the Chief Constable was no longer able to delegate parking enforcement powers to the RBBC Joint Enforcement Officers (JETs), following a Directive from the Home Office. The required Traffic Regulation Order (TRO) had been applied for, following which signage could be put in place. A further update would be provided at the next Committee meeting.

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

P 6153 **GTR New Timetable, Letter to Chris Grayling, Secretary of State for Transport**

The Town Clerk reported that a response had now been received from the Correspondence Team, Passenger Services, Rail Group. This had been circulated to all members for information.

The letter acknowledged, amongst other issues, the loss of off-peak direct services to Victoria as very disappointing for some Horley passengers. However, the substantial increase in Thameslink services (to London Bridge, Blackfriars, the City, Farringdon and St Pancras) would provide many passengers with an alternative route into the centre of London. It was further advised that once the full timetable was operational, this would include four off-peak Thameslink trains per hour from Horley, replacing the two trains per hour which previously terminated at London Bridge. In addition, Horley would receive a half hourly Thameslink service during the morning and evening peaks.

The Town Council's letter and reply would be featured on the [Town Council website](#), eNewsletter and twitter, for public information.

RESOLVED: noted.

Outside Bodies and Sub-Committees

Horley Town Management Group (HTMG)

The Clerk gave general update on the last HTMG meeting, held on 6 August, as summarised under the following headings:

P 6154

Horley High Street Pedestrian Precinct

The Horley Regeneration Manager was in attendance to provide a verbal update on the programme and planned timetable for the renovation of the High Street Pedestrian Precinct which would begin in September for approximately 6 months.

He advised that the chosen 'Woburn' paving had been ordered along with the revised design of the LED lighting columns (compatible with hanging baskets). Mixed recycling bins may be provided at a later date and other features would comprise durable wooden street furniture, large removable planters and extra cycle bays.

There would be low level signage to reflect the Pedestrian Order as well as parking restrictions and operational times of the loading bays. Surrey Officers had commenced drafting adverts for the Traffic Regulation Orders (and these had subsequently been issued and circulated for information). The former suggestion of a rising bollard was also discussed, noting that a lockable gate might be less costly and there would also be a requirement for keyholding to be considered at a later date.

Local businesses had been kept fully updated throughout and alternative arrangements were being made for Christmas. The 'Millenium Mosaic' would be relocated outside the library at its new location in Russell Square and held in storage in the meantime.

P 6155

Defibrillator Project

The group was advised that the defibrillator placed outside Boots, Horley High Street branch, was fully operational and had been registered with the South East Coast Ambulance Service (SECAMB). The Town Council would be responsible for maintaining the unit and would liaise with the Manager of Boots accordingly. SEACAMB further provided a comprehensive listing of locally based defibrillators in Horley and this would be published on the Town Council website, for public information. (It subsequently came to light that the available listing of defibrillators would also be featured on the 'Horley Online health page'.)

P 6156

Accessibility for Mobility Users

In view of the reported lack of lowered kerbs for mobility users in Horley Town Centre, it was suggested that an audit be carried out to identify the worse affected areas requiring modifications and the matter would be followed up accordingly.

RESOLVED: noted.

P 6157 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 13 July to 9 August 2018.

RESOLVED: noted.

P 6158 Planning Applications received from Reigate & Banstead Borough Council for the period 13 July to 9 August 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.

Planning Appeals – During the period 13 July to 9 August 2018

P 6159 Planning Appeals Received

There was no update.

RESOLVED: noted.

P 6160 Planning Appeals Determined

There was no update.

RESOLVED: noted.

Ongoing Planning Matters

P 6161 Planning Application: 18/01180/F | Former Philips Research Laboratories South Site Crossoak Lane Salfords Surrey RH1 5HA

The Committee was updated on objections raised to the above Planning Application by Salfords and Sidlow Parish Council, a copy of which had already been circulated to all members. The objections were similar to those put forward by Horley Town Council. The application had yet to be determined. It was noted that approval to demolish on the site had been granted.

RESOLVED: noted.

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

P 6162 North West Sector (Westvale Park)

Allotments

The Clerk advised that there had been no further update from the RBBC Regeneration Manager since he had contacted the developer about toilet provision at either one, or both sites, for use by all allotment holders. This was probably due

P 6162) to the planning of the allotments being within the early stages of design at Westvale Park.

RESOLVED: noted.

P 6163 **Bus Service**

Members were advised about the launch of new bus service through the development on 1st September 2018 and the 422/424 service would operate routes through Westvale Park from 1st September. The [timetable](#) was now available from [Southdown.net](#)

RESOLVED: noted.

P 6164 **Carriageway Widening in Meath Green Lane at the junction with Horley Row**

The Chairman said that he had sought further information about whether the width of Meath Green Lane further along was sufficient to allow a bus to pass, or other traffic. The information had already been sent to members and a further response would be circulated, once received.

RESOLVED: noted.

P 6165 **Town Centre Regeneration**

It was noted that the date of the next Horley Regeneration Forum meeting, expected to take place in September, had yet to be confirmed. However, County and Borough Councillor, Graham Knight, had agreed to follow this up.

RESOLVED: noted.

Railway Matters

P 6166 **Rail Users' Forum**

It was reported that Cllr Knight had contacted the Redhill, Reigate & District Rail Users Association (RR&DRUA) about the possibility of setting up a Horley Rail Users' Forum, affiliated to the association, and was awaiting a response.

RESOLVED: noted.

Highways Matters

P 6167 **National Highways and Transport Public Representative Survey**

RESOLVED: that the Town Council's online responses to the above National Highways and Transport Public Representative (NHT) Survey, be approved.

P 6168 Sink Hole in Victoria Road

Members were advised that Surrey County Council had completed the outstanding works to the void on Victoria Road since the utility company, SES Water, had allegedly refuted responsibility on the basis that there was insufficient evidence.

RESOLVED: noted.

P 6169 Kings Head Traffic Lights

Members discussed the recent increase in accidents at the Kings Head (Balcombe Road) traffic lights and it was believed to be the result of a change in the phasing of the traffic lights, reducing the number of cars able to cross from Station Road to Smallfield Road at certain times of the day. One of the concerns was that there would be a lot more traffic build up from 'The Acres' development. It was agreed that this item would be taken up with Cllrs Kay Hammond and Graham Knight at a future joint meeting with the Town Council.

RESOLVED: that an update on traffic light phasing at the Kings Head (Balcombe Road) junction, be provided at the next meeting of this Committee.

P 6170 SCC Highways Bulletins

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

Airport Matters

P 6171 GATCOM: Key Messages

The Clerk gave a summary of the Key Messages from the GATCOM meeting, held on 19 July. She advised that Charles Yarwood of Mole Valley DC had been reappointed GATCOM Vice-Chairman and the announcement of the Chairman was expected in September. There was also a Route 4 Update, stating that GAL would be working with the CAA to revert Route 4 SIDs to their previous position and the new Route 4 Airspace Change Proposal. Details of the Airport Master Plan Review by the Passenger Advisory Group was also received.

RESOLVED: noted.

P 6172 Recent Airport Communications

| From | Subject | Received | Action |
|--------|--|----------|--------|
| GATCOM | CAA ERCD's Report on the results of Noise Monitoring for Summer 2017 | 24.7.18 | Noted |
| GATCOM | Request for comments on the future economic regulation of Gatwick | 6.8.18 | Noted |
| GATCOM | GTR and Network Rail Joint Update | 6.8.18 | Noted |

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|---------|--------|---|---------------------|-------|
| P 6172) | GATCOM | Noise Management Board Draft Work Plan 2019/20 | 10.8.18 | Noted |
| | GATCOM | Weekly Newsletters & Updates | 20.7.18) 3.8.18) | Noted |

RESOLVED: noted.

P 6173 DFT CONSULTATION ON DRONES: Taking Flight: The Future of Drones in the UK'

The Chairman explained that the purpose of the DfT Consultation was to review policy proposals for the safer use of drones together with enforcement powers to help shape the Government's Draft Drones Bill for publication later this year.

He advised that further clarification was required to determine the liability of the Town Council as landowners, together with signage and enforcement, as it was understood that no drones may be flown within 1km of an airport or airfield boundary. This would therefore have an impact on areas surrounding Gatwick airport, including Riverside, Horley Recreation Ground and Court Lodge. Guidance was being sought from Reigate and Banstead Borough Council in this regard and '[The Drone Code](#)', produced by the CAA, had provided some useful information for drone users. It was decided that the matter would be revisited at the next meeting to approve the Town Council's response before the consultation closes on 17 September 2018.

RESOLVED: that the above DfT Consultation "Taking Flight: The Future of Drones in the UK", be approved at the next meeting of this Committee.

P 6174

Letters Received

| From | Subject | Received | Action |
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| Natural England (via NALC and SALC) | Consultation: Bye Laws on Sites of Special Scientific Interest (SSSI's) | 23.7.18 | Noted, no response necessary as Horley has no SSSI's |
| West Sussex County Council | West Sussex Minerals & Waste Planning Policy Summer Update | 6.8.18 | Noted |
| West Sussex County Council | Adoption of Joint Minerals Local Plan | 6.8.18 | Noted |
| Tandridge District Council | Draft Local Plan Newsletter | 6.8.18 | Noted |
| Mole Valley District Council | Future Mole Valley Newsletter | 13.8.18 | Noted |

RESOLVED: noted.

P 6175

Diary Dates

Horley Lions Dog Show & Country Fair

Horley Recreation Ground from **10.00 am** on **Sunday 9 September 2018**

Horley in Bloom Awards Ceremony

Regent Hall from **7.00 pm** on **Friday 28 September 2018**

RESOLVED: noted.

P 6176

Urgent Business

No matters were raised.

RESOLVED: noted.

P 6177

Press Release

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

Meeting closed at 9.00 pm

Date of next meeting: 11 September 2018

List of Planning Comments
Registered by Reigate & Banstead Borough Council
During the period 13 July 2018 to 9 August 2018

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

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| 1. RBBC Letter Dated: 13/07/18 | Application No: 18/01518/HHOLD |
| LOCATION: | 25 Upfield Horley Surrey RH6 7JY |
| DESCRIPTION: | Proposed dormer window to front elevation |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objection |

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| 2. RBBC Letter Dated: 13/07/18 | Application No: 18/01467/LBC |
| LOCATION: | Cheswick Farm Meath Green Lane Horley Surrey RH6 8HZ |
| DESCRIPTION: | To replace out of character plastic/aluminium double glazed windows with oak framed double glazed units |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objection |

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| 3. RBBC Letter Dated: 17/07/18 | Application No: 18/01521/HHOLD |
| LOCATION: | 151 Balcombe Road Horley Surrey RH6 9DR |
| DESCRIPTION: | Single front extension (to accommodate an entry porch) with a hipped roof over. |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | The Town Council OBJECTS on the following grounds i. Considerably forward of the building line ii. Will have an adverse impact of the street scene |

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| 4. RBBC Letter Dated: 07/18 | Application No: 18/01551/HHOLD |
| LOCATION: | 3 Warltersville Way Horley Surrey RH6 9EP |
| DESCRIPTION: | Proposed first floor extension and garage extension |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objection |

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| 5. RBBC Letter Dated: 18/07/18 | Application No: <u>18/01482/F</u> |
| LOCATION: | Langshott Manor Langshott Lane Langshott Horley Surrey RH6 9LN |
| DESCRIPTION: | Erection of a Gazebo in the garden |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objection |

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| 6. RBBC Letter Dated: 18/07/18 | Application No: <u>18/01436/CU</u> |
| LOCATION: | 2 Perrylands Lane Horley Surrey RH6 9PR |
| DESCRIPTION: | Change of use of the land from 'a soil processing facility, utilising imported builders construction and demolition waste, including: the siting of a screener, single storey portacabin, portaloo, two metal containers, concrete hardstanding, stockpiles of soils and rubble , perimeter soil bunds, lighting, water mist sprinklers, access gates , wheelwash and the provision of car parking and fuel storage' to a mixed use comprising of car parking, vehicle storage, 10 new container storage containers plus 1 existing portacabin and container and open storage compound (B8 Use Class). |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | The Town Council OBJECTS to this application on the following grounds: - <ul style="list-style-type: none"> i. Inappropriate use as per previous refusal ii. Problems with access iii. Adverse affect on neighboring properties |

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| 7. RBBC Letter Dated 19/7/18 | Application No: <u>18/01549/HHOLD</u> |
| LOCATION: | 2 Russet Close Langshott Horley Surrey RH6 9GE |
| DESCRIPTION: | To extend the existing third bedroom over the downstairs toilet and entrance. The existing room is a very small box room, by doubling the floor space the bedroom becomes a usable small double bedroom |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objection |

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| 8. RBBC Letter Dated 24/07/18 | Application No: <u>18/01411/F</u> |
| LOCATION: | Land To The Rear Of 52-56 Bonehurst Road Horley Surrey RH6 8QG |
| DESCRIPTION: | Erection of a detached family house at the rear of 52-56 Bonehurst Road. Demolition of a detached garage and a single-storey extension to 52 Bonehurst Road to facilitate access to the proposed site |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objections However the Town Council does have concerns about flooding |

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| 9. RBBC Letter Dated 25/7/18 | Application No: <u>17/02483/F</u> |
| LOCATION: | Land To Rear Of 5 - 7 Meath Green Lane Horley Surrey RH6 8EE |
| DESCRIPTION: | New 2 bed house. As amended on 24/07/2018 1. First floor bedrooms moved to front, insertion of first floor obscured glazing to rear 2. Amendment to rear windows and roof design. |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | No objections |

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| 10. RBBC Letter Dated 27/7/18 | Application No: <u>18/01075/HHOLD</u> |
| LOCATION: | Ivydale Horley Row Horley Surrey RH6 8BE |
| DESCRIPTION: | Proposed garden annexe. As amended on 25/07/2018 |
| HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 14/08/18 | The Town Council OBJECTS to this application on the following grounds:- i. Inappropriate back land development ii. Out of character with the surrounds. |

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| 11. RBBC Letter Dated 26/7/18 | Application No: <u>18/01603/HHOLD</u> |
| LOCATION: | 21 Williamson Road Horley Surrey RH6 9RQ |
| DESCRIPTION: | Proposed single storey side and rear extension |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 12. RBBC Letter Dated 31/7/18 | Application No: <u>18/01367/HHOLD</u> |
| LOCATION: | 13 Killick Road Horley Surrey RH6 8GZ |
| DESCRIPTION: | Creation of additional area of hardstanding to front of property to create extra parking space |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 13. RBBC Letter Dated 31/7/18 | Application No: <u>18/01480/F</u> |
| LOCATION: | Haroldslea Poultry Farm Haroldslea Horley Surrey RH6 9PJ |
| DESCRIPTION: | Proposed conversion of a former agricultural building to provide a 2 bed property with associated parking and landscaping |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 14. RBBC Letter Dated 31/7/18 | Application No: <u>18/01571/HHOLD</u> |
| LOCATION: | 22 Baden Drive Horley Surrey RH6 8SD |
| DESCRIPTION: | Proposed single storey side extension, first floor side extension, part first floor part single storey rear extension and loft conversion with front facing roof lights and rear facing dormer window |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 15. RBBC Letter Dated 02/08/18 | Application No: <u>18/01662/HHOLD</u> |
| LOCATION: | Ladram 53 Haroldslea Drive Horley Surrey RH6 9DT |
| DESCRIPTION: | Demolition of the existing conservatory, proposed rear extension, part single storey/part two storey side extension and proposed infill to the southwest corner of the existing dwelling |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 16. RBBC Letter Dated 03/08/18 | Application No: <u>06/00798/F</u> |
| LOCATION: | Woodlea Stables Peeks Brook Lane Horley Surrey |
| DESCRIPTION: | Continued use of land as a private gypsy caravan site. |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 17. RBBC Letter Dated 03/08/18 | Application No: <u>06/00828/F</u> |
| LOCATION: | Summer Place Perrylands Lane Horley Surrey |
| DESCRIPTION: | Continued use of land as a private caravan site with two Mobile Homes and two tourer caravans with ancillary accommodation and works. |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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| 18. RBBC Letter Dated 08/08/18 | Application No: <u>18/01670/HHOLD</u> |
| LOCATION: | 51 Silverlea Gardens Horley Surrey RH6 9BA |
| DESCRIPTION: | Demolition of existing conservatory & replace with a single storey rear extension to create enlarged kitchen. |
| HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 14/08/18 | No objections |

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Tree Works (Non-Felling)

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| A. RBBC Letter Dated:/18 | Application No: <u>18/01539/TPO</u> |
| LOCATION: | Land Adjacent To 2 Cloverfields Langshott Horley Surrey |
| DESCRIPTION: | T1 - oak - Remove epicormic branch growing at base of large pruning would at 3m on west side of trunk, which overhangs the garden shed completely and is almost touching the gutters of the garage (see Photo #1) Reduce western extent of crown back to 6.5m from centre of trunk to reduce overhang of garages and garden of No. 2 Cloverfields Remove all dead branches of 50mm diameter or greater at point of origin Remove all dead ivy overhanging or within 1m of boundary line of No. 2 Cloverfields |
| HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): | No objections, subject to no adverse comments from the Tree Officer. |

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| B. RBBC Letter Dated:18/07/18 | Application No: <u>18/01544/TPO</u> |
| LOCATION: | 34 Chaffinch Way Horley Surrey RH6 8HJ |
| DESCRIPTION: | Rear Garden - Right Boundary. T1 - Horse Chestnut. Reduce and reshape crown by removal of up to 2.5 metres in crown height and 1.5 metres in crown width to shape and balance. Maps & Reasons. T1 - Horse Chestnut - The subject trees proximity to the property is causing anxiety and apprehension to the residents, it therefore requires pruning as specified, in order to maintain at a size appropriate to its location. |
| HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): | No objections, subject to no adverse comments from the Tree Officer. |

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| C. RBBC Letter Dated: 24/7/18 | Application No: <u>18/01558/TPO</u> |
| LOCATION: | 2 Avenue Gardens Horley Surrey RH6 9BS |
| DESCRIPTION: | T1 Fir: Height 17m, Canopy Spread 10m, Stem Diameter 750mm+Request consent to prune lateral branches on South to South-West aspect by 2m to appropriate pruning points to mitigate encroachment to building. Also to prune branches to clear telephone wires running through the canopy ensuring 0.25m clearance where possible (tree not formally protected by TPO RE474). T2 Sycamore: Height 20m, Canopy Spread 15m, Stem Diameter 750mm+Request consent to reduce and reshape crown by 2-3m near previous and to appropriate pruning points to mitigate encroachment and control canopy size in relation to very close proximity to the building. T3 Plum: Height 4m, Canopy spread 3m, Stem Diameter 300-450mm Request consent to prune and reshape crown by up to |

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| | 1m to appropriate pruning points to control and maintain tree size in garden. |
| HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): | No objections, subject to no adverse comments from the Tree Officer. |
| D. RBBC Letter Dated: 07/08/18 | Application No: <u>18/01697/TPO</u> |
| LOCATION: | 43 Oakwood Road Horley Surrey RH6 7BY |
| DESCRIPTION: | Horse Chestnut - Reduce the crown by approximately 25% to reduce weight on the main limbs, in the interest of public safety. The lateral branches over the road will be reduced in length by 2.5m. These limbs are very long and heavy, creating concern over the road and pavement that is in a school drop off area. The lateral branches around the East, West & South sides of the tree will be reduced by 1m. No reduction of the height of the tree is proposed except the removal of any crossing or rubbing branches. Lime tree - Reduce the height by 2m and lateral branches by 0.5m. |
| HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation): | No objections, subject to no adverse comments from the Tree Officer. |