

# **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 26 March 2019, at 7.30 pm

**Present**

**Cllrs**

Mike George (Chairman)  
Richard Biggs  
Giorgio Buttironi  
Jerry Hudson  
Samantha Marshall (Part Meeting)  
Simon Marshall  
Richard Olliver  
David Powell  
Fiona Stimpson

**In Attendance**

Joan Walsh (Town Clerk)  
Judy Morgan (Administrative Officer)

**P 6386**

**Apologies and Reasons for Absence**

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

**P 6387**

**Disclosable Pecuniary Interests and Non-Pecuniary Interests**

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

**P 6388**

**Public Forum**

No members of the Public were present.

**P 6389**

**Approval of Minutes  
Planning & Development Committee – 5 March 2019**

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

**Planning Updates – 5 March 2019**

**P 6390**

**Highway improvement work on A23 outside Tesco Express**

The Town Clerk reported that the work on the A23 outside Tesco Express had been completed and there were no further issues.

***RESOLVED: noted.***

**P 6391**

**Recent Geological Events**

A letter expressing Councillors concerns would be sent to Surrey County Council and copied to Sam Gyimah MP and Cllr Kay Hammond once the correct contact had been identified.

**RESOLVED: noted.**

**P 6392**

**Outside Bodies and Sub-Committees**

**Horley Town Management Group (HTMG)**

The Clerk advised that a meeting of the HTMG took place on 19 March. The RBBC Regeneration Manager attended and provided an update on progress on the High Street Pedestrian Precinct programme. He said that the work was on schedule and was expected to be completed in July. Safe access was being maintained and satisfactory progress was being made. High quality materials were being used, appropriate signage would be installed, and parking restrictions would be enforced. New alignment of the lighting columns had been agreed, they would be staggered in groups of three, and two large perennial planters would be provided. The planters would be planted up by the RBBC Greenspaces Team and then HTC would be responsible for the maintenance.

The Chairman added that following a site meeting he understood that the signs would be a combination of monolith and finger posts with different signs in different parts of the town. A discussion is ongoing between the Town Council and HTMG regarding the provision of a noticeboard in the town centre and its design.

The Town Clerk reported that further information had been received about the Millenium Mosaic. The mosaic is embedded in concrete and strong advice that it should not be moved in order to protect it. Consequently, the RBBC Regeneration Manager had given instructions for the mosaic to be left in situ, to ensure that it is not damaged and to ensure that it becomes a feature within the scheme.

The Regeneration Manager has requested that all comments and questions about the programme be directed, in the first instance, to the Clerk of Works at [highways@surreycc.gov.uk](mailto:highways@surreycc.gov.uk)

**RESOLVED: noted.**

**P 6393**

**Deferred Planning Applications**

**Planning Application: 19/00064/F - 17 Church Road, Horley**

The application was deferred to the Planning Applications Sub-Committee; a further attempt to get an up to date site plan was unsuccessful but the Sub-Committee came to the decision that they had no objections to the application and this comment was lodged with RBBC planning prior to the decision deadline.

**RESOLVED: ratified.**

**P 6394 Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 1 – 21 March 2019.

**RESOLVED: noted.**

**P 6395 Planning Applications received from Reigate & Banstead Borough Council for the period 1 – 21 March 2019.**

**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 approved.**

**Planning Appeals – During the period 1 – 21 March 2019.**

**P 6396 Planning Appeals Received**

Members reviewed the list of Planning Appeals Received for the period 1 – 21 March 2019.

**RESOLVED: noted.**

**P 6397 Planning Appeals Determined**

Members reviewed the list of Planning Appeals Determined for the period 1 – 21 March 2019.

**RESOLVED: noted.**

**Ongoing Planning Matters**

**P 6399 Greenspace - Arne Grove, Landen Park:**

Cllr Kay Hammond advised that the SCC Planning Committee had approved an application to award the Greenspace at Arne Grove, Landen Park, 'Village Green' status. Local residents would be responsible for the area and there would be a need to form a Village Green Committee. The area would also be designated as a Greenspace.

**P 6400 High Street Car Park (formerly occupied by Uber):**

Cllr Graham Knight advised that RBBC were in the process of bringing forward an outline Planning Application for a mixed form of retail development at the High Street car park.

**RESOLVED: noted.**

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

**P 6401**

**North West Sector:**

**Westvale Park Southern Allotment Site**

It was noted that HTC was still awaiting written confirmation that the Consortium would provide toilet facilities in the Southern Site at Westvale allotments.

**RESOLVED: noted.**

**P 6402**

**Town Centre Regeneration**

The Town Clerk advised that the Horley Library would close at its existing location on Victoria Road at 5 pm on Saturday 13 April and reopen in the newly refurbished site in Russell Square at 9.30 on Tuesday 30 April.

**RESOLVED: noted.**

**P 6403**

**Railway Matters**

**Redhill, Reigate & District Rail Users Forum (R&RDRUA)**

The Town Clerk advised that the Rail Users Forum AGM will be held on 28 March 2019 when they will be joined by representatives from Network Rail, Southern and Thameslink. It was reported that as previously agreed, the annual subscription of £5 had been paid to the Rail Users Association.

**RESOLVED: noted.**

**Highways Matters**

**P 6404**

**Changes to Concessionary Bus Passes**

**Surrey County Council announced the following important changes to disabled and companion bus passes from 1 April 2019**

From 1 April you will no longer be able to travel for free before 9.30am or after 11pm on weekdays with a disabled or companion pass.

Travel is still free between 9.30am and 11pm on weekdays and any time at the weekend and on public holidays.

Local [bus operators](#) might offer travel at a reduced fare for disabled pass holders.

Please check with your local bus operator if they will offer this.

More information can be found on our [Changes to concessionary travel for disabled and disabled companion pass holders](#) page.

**RESOLVED: noted.**

**P 6405**

**Reigate & Banstead Local Committee - Parking Review**

**Request to extend double yellow lines on Court Lodge Road, Horley & Parking obstructions on A23, Brighton Road**

Although omitted from the list for Parking Review by the Reigate & Banstead Local Committee, on 4 March; it was noted that safety concerns, previously raised by CLRA

**P 6405)** and HTC, at the Court Lodge Road entrance (via Vicarage Lane) with parked cars forcing moving vehicles on to the wrong side of the road, and similar concerns about parking on the A23 stretch of road near the Air Balloon were raised at the Parking Review by Cllr Kay Hammond and would be included.

**RESOLVED: noted.**

**P 6406** **SCC Highways Bulletins**

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

**Airport Matters**

**P 6407** **GAL: Views Sought - "An Introduction to Design Principle Development / Airspace Modernisation" (Closing Date: 5 April 2019)**

The Chairman reported that he would be attending a workshop presentation as part of his role on GATCOM. No invitation had been sent to Town and Parish Councils, the deadline was tight and this was not a consultation; GAL were seeking views on the best way to proceed with engagement and there would be a consultation at a later date.

**RESOLVED: - noted.**

**P 6408** **Recent Airport Communications**

From	Subject	Received	Action
GATCOM	Weekly Newsletters & Updates	8.3.19) 15.3.19) 22.3.19)	Noted.
GATCOM	Airspace Modernisation Programme Document and covering letter	6.3.19	Noted.

**RESOLVED: noted.**

**P 6409** **RBBC Consultation: Proposed Main Modifications to Reigate & Banstead Submission Development Management Plan (Closing date 18 April 2019) -**

Cllr Olliver raised the following issues. Horley suffers from flooding issues and developers should avoid building on flood plains. Measures should be put in place against causing additional flooding both now and in the future. There was a need to guard against allowing development which would make flooding worse.

He noted with concern that the amended Housing Trajectory table showed a significantly increased housing requirement especially for Horley and he expressed concern about how this would affect the Rural Surrounds of Horley. Whilst willing to take a fair share of housing he felt that the figures in the table indicated that there was an expectation that Horley would take the burden and therefore the Rural Surrounds of Horley may be under threat.

**P 6409)** Other concerns raised were what would Horley receive for taking all the housing, the surrounds provide a soak away which currently helps to alleviate flooding, any development of the business park should have limited access for vehicles given the negative effect this could have on Gatwick Airport.

**RESOLVED: that a response to the above RBBC Consultation on the DMP Main Modifications element based on Cllr Oliver's work be sent to RBBC; the response to be circulated and ratified at the next meeting of this Committee.**

**P 6410** **Future Education Provision in Horley – Westvale Park, 2 Form entry phased opening**

A response to the letter from Horley Town Council had been followed up and was still awaited. If no response was received within 2 weeks the letter should be forwarded to the Cabinet Member for Education.

**RESOLVED: noted.**

**P 6411** **Letters Received**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
Surrey Fire and Rescue	Making Surrey Safer Plan 2020 – 2023 – Launch of Public Consultation	4.3.19	Noted
SCC	Public Footpath 392 (Horley/Salfords & Sidlow) - Temporary Prohibition of Traffic Order 2016	22.3.19	Noted
Bonehurst Road Residents	Thank You		Noted
Surrey Police	Engagement		Noted

**RESOLVED: noted.**

**P 6412** **Diary Dates**

**Full Council Meeting  
Albert Rooms at 7.30 pm on Tuesday 2 April 2019**

**Horley Town Meeting – Change of Date!!  
Albert Rooms at 7.30 pm on Thursday 16 May 2019**

**RESOLVED: noted.**

**P 6413** **Items for Future Consideration**

No matters were raised.

**RESOLVED: noted.**

P 6414

Press Release

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

Meeting closed at 9.05 pm

Date of next meeting: 23 April 2019

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

**Date of Meeting: 26 March 2019**

<b>Councillor(s)</b>	<b>Pecuniary or Non-Pecuniary</b>	<b>Reference</b>	<b>Location</b>	<b>Details</b>
Buttironi	Non-Pecuniary	<b><u>19/00559/OUT</u></b>	Land Rear Of 57 Massetts Road Horley Surrey RH6 7DT	Proximity.
George	Non-Pecuniary	<b><u>19/00559/OUT</u></b>	Land Rear Of 57 Massetts Road Horley Surrey RH6 7DT	Registered as a patient with the dental practice.
Stimpson	Non-Pecuniary	<b><u>19/00541/CU</u></b>	Vulcan Lodge 27 Massetts Road Horley Surrey RH6 7DQ	Applicant is known.



**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 1 to 21 March 2019**

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

<b>1. RBBC Letter Dated: 1/03/19</b>	<b>Application No: <a href="#">19/00062/F</a></b>
LOCATION:	Horley Gas Holder Station Balcombe Road Horley Surrey RH6 9GA
DESCRIPTION:	Redevelopment of the site to incorporate the erection of a part two and part three storey office building together with associated car parking and cycle parking spaces, hard and soft landscaping and other ancillary works.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>Horley Town Council supports the application but wishes the following comments to be taken into account: -</b> <ul style="list-style-type: none"> <li><b>i. HTC trusts that appropriate works will be carried out to clear the site of previous use before construction,</b></li> <li><b>ii. HTC wishes to express concern about the junction with Balcome Road and the possibility of congestion given the amount of increased traffic, over and above that generated by the Metro Centre</b></li> </ul>
<b>2. RBBC Letter Dated: 4/03/19</b>	<b>Application No: <a href="#">19/00407/HHOLD</a></b>
LOCATION:	155 Balcombe Road Horley Surrey RH6 9DR
DESCRIPTION:	Single storey rear extension
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 26/03/19</b>	<b>No objections</b>
<b>3. RBBC Letter Dated: 5/03/19</b>	<b>Application No: <a href="#">18/02159/F</a></b>
LOCATION:	Land Parcel At 527442 143303 Gower Road Horley Surrey
DESCRIPTION:	Erection of 2 semi-detached houses. As amended on 27/02/2019.
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 26/03/19</b>	<b>No objections but note comments from neighbours re ownership of existing parking bay &amp; the impact to parking capacity for the proposed dwellings.</b>
<b>4. RBBC Letter Dated: 5/03/19</b>	<b>Application No: <a href="#">19/00422/RET</a></b>
LOCATION:	Coppingham Cottage 261 Balcombe Road Horley Surrey RH6 9EF
DESCRIPTION:	Siting and use of one wooden cabin for use by the Childcare and Learning Group Nursery
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 26/03/19</b>	<b>No objections</b>

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<b>5. RBBC Letter Dated: 8/03/19</b>	<b>Application No: <u>19/00414/HHOLD</u></b>
LOCATION:	19 The Meadway Langshott Horley Surrey RH6 9AW
DESCRIPTION:	Loft conversion to domestic dwelling house with hip to gable and rear facing dormer window.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>The Town Council OBJECTS for the following reasons: -</b> <ul style="list-style-type: none"> <li><b>i. Out of character</b></li> <li><b>ii. Negative impact on the street scene</b></li> <li><b>iii. Poor design and out of keeping with the adjoining property</b></li> </ul>
<b>6. RBBC Letter Dated: 11/03/19</b>	<b>Application No: <u>19/00462/HHOLD</u></b>
LOCATION:	Blandford 16 Ringley Avenue Horley Surrey RH6 7HA
DESCRIPTION:	Proposed extension to existing outhouse and conversion to annex accommodation.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>
<b>7. RBBC Letter Dated: 12/03/19</b>	<b>Application No: <u>19/00500/HHOLD</u></b>
LOCATION:	6 Kingsley Close Horley Surrey RH6 8HU
DESCRIPTION:	Proposed single storey rear extension, proposed garden annexe, proposed front porch roof extension, cladding to front elevation and sides of front dormer and replacement of roof tiles with grey roof tiles.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>
<b>8. RBBC Letter Dated: 13/03/19</b>	<b>Application No: <u>19/00507/TPO</u></b>
LOCATION:	20C Pine Gardens Horley Surrey RH6 7RH
DESCRIPTION:	Fell one sycamore to ground level. Damage to bark on north and west sides exposing large surface area wound. Replacement tree planting with Acer campstre 'streetwise
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

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<b>9. RBBC Letter Dated: 14/03/19</b>	<b>Application No: <u>19/00506/S73</u></b>
LOCATION:	Jessops Lodge 50 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	Combined Development (CD) of 50 Massetts Road to include the demolition of the existing coach house, the building of two new mews cottages, the conversion of the main house ground floor into 2 flats & associated landscaping. Variation of condition 1 of permission 18/00038/F.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>10. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00515/DED</u></b>
LOCATION:	Horley Gas Holder Station Balcombe Road Horley Surrey RH6 9GA
DESCRIPTION:	Demolition of gas holder site.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>11. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>18/02458/S73</u></b>
LOCATION:	Sangers Mews Horley Row Horley Surrey RH6 8DH
DESCRIPTION:	Conversion of existing buildings to provide 8 flats. Amendment to entrance/exit access details: variation of conditions 1 and 4 of permission 17/00131/F. As amended on 08/03/2019.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections subject to the requirements of the the Conservation Officer being met.</b>

**List of Planning Applications**  
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<b>12. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>18/02478/F</u></b>
LOCATION:	Gatwick Castle 28 Massetts Road Horley Surrey RH6 7DF
DESCRIPTION:	A new single storey rear annexe with roof-space accommodation containing seven new en-suite bedrooms, office, linen store and lobby, access stairs and landing plus eight additional parking spaces. A new replacement guest dining room linking the annexe to the main building. A new ground floor owners apartment formed by rearranging existing accommodation. Two new first floor extensions at the side and rear of the main property over existing single storey sections to provide six new en-suite bedrooms and a store room. As amended on 31/01/2019 & 13/03/2019.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>The Town Council OBJECTS on the following grounds:-</b> <b>i. Overdevelopment in a conservation area</b> <b>ii. Parking provision at the rear of the site having a negative impact on the amenity of neighbouring properties.</b>

<b>13. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00490/HHOLD</u></b>
LOCATION:	10 Upfield Close Horley Surrey RH6 7LG
DESCRIPTION:	Proposed single storey rear extension.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>14. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00513/HHOLD</u></b>
LOCATION:	71 Poynes Road Horley Surrey RH6 8LS
DESCRIPTION:	Demolition of existing garage and car port and erection of single storey side/rear extension.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

**List of Planning Applications**  
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<b>15. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00514/HHOLD</u></b>
LOCATION:	35 Oakwood Road Horley Surrey RH6 7BZ
DESCRIPTION:	Loft conversion including alterations to the roof and new roof lights.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>16. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00499/HHOLD</u></b>
LOCATION:	39 Queens Road Horley Surrey RH6 7AH
DESCRIPTION:	Proposed rear two storey extension
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>17. RBBC Letter Dated: 15/03/19</b>	<b>Application No: <u>19/00512/F</u></b>
LOCATION:	40A Brighton Road Horley Surrey RH6 7HD
DESCRIPTION:	Erection of PVCu conservatory to rear of property
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>18. RBBC Letter Dated: 18/03/19</b>	<b>Application No: <u>19/00445/HHOLD</u></b>
LOCATION:	15 Wysemead Langshott Horley Surrey RH6 9XX
DESCRIPTION:	First floor extension to existing double garage attached to a detached house.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

**List of Planning Applications**  
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**During the period 1 to 21 March 2019**

<b>19. RBBC Letter Dated: 20/03/19</b>	<b>Application No: <u>19/00541/CU</u></b>
LOCATION:	Vulcan Lodge 27 Masetts Road Horley Surrey RH6 7DQ
DESCRIPTION:	Change of Use from a Guest House [Class C1] to a residential property [Class C3(a)].
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>20. RBBC Letter Dated: 20/03/19</b>	<b>Application No: <u>18/01733/HHOLD</u></b>
LOCATION:	Shaldon 191 Smallfield Road Horley Surrey RH6 9LR
DESCRIPTION:	Two storey rear extension. As amended on 23/11/2018 and so on 19/03/2019.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

<b>21. RBBC Letter Dated: 21/03/19</b>	<b>Application No: <u>19/00559/OUT</u></b>
LOCATION:	Land Rear Of 57 Masetts Road Horley Surrey RH6 7DT
DESCRIPTION:	Demolition of existing detached garage and erection of 2 no. semidetached houses (3 Bed 5 Person dwellings) on land to the rear of 57 Masetts Road, with associated access.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>The Town Council OBJECTS on the basis that it is inappropriate backland development in a conservation area</b>

<b>22. RBBC Letter Dated: 21/03/19</b>	<b>Application No: <u>19/00518/HHOLD</u></b>
LOCATION:	58 Tanyard Way Langshott Horley Surrey RH6 9PG
DESCRIPTION:	Construction of a single storey front porch side extension.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objections</b>

**List of Planning Applications**  
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<b>23. RBBC Letter Dated: 21/03/19</b>	<b>Application No: <u>19/00496/HHOLD</u></b>
LOCATION:	44 Gower Road Horley Surrey RH6 8SH
DESCRIPTION:	To replace the hedge at end of the garden with a 1.8 metre concrete post and timber fence. A new hedge of Leylandii trees will be substantiated within the fence.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 26/03/19</b>	<b>No objection to the proposed fence, however the Town Council has some concerns about the use of Leylandii for the hedge and would welcome the views of the Tree Officer on suitable alternatives.</b>

**List of Planning Applications**  
**Registered by Reigate & Banstead Borough Council**  
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**Tree Works (Non-Felling)**

<b>A. RBBC Letter Dated: 19/03/19</b>	<b>Application No: <u>19/00553/TPO</u></b>
LOCATION:	7 Clifton Close Horley Surrey RH6 9SE
DESCRIPTION:	Oak T1 - Reduce the height by 3m and the adjacent lateral branches by 1m to reduce the wind stress. The tree is declining in vigour and there are safety concerns. Oak T2 - Reduce the height of the stem that is on the North side of the tree by 2m and reduce the length of the lateral branches that are above the garden by 0.9m to allow more light through.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

<b>B. RBBC Letter Dated: 19/03/19</b>	<b>Application No: <u>19/00556/TPO</u></b>
LOCATION:	Yattendon School Oakwood Road Horley Surrey RH6 7BZ
DESCRIPTION:	Five Oak trees - Crown lift by 3m with the removal or shortening of secondary drooping branches. Thin the crown below 12m by the removal of all epicormic, crossing and rubbing branches.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>