

HORLEY TOWN COUNCIL

**Minutes of a Meeting of the Planning and Development Committee
held virtually on 16 February 2021, at 7.30 pm.**

Present Cllrs Hannah Avery Mike George (Chairman) Martin Saunders
James Baker Samantha Marshall Rob Spencer
Giorgio Buttironi Simon Marshall Fiona Stimpson
Jerry Hudson David Powell

*** Absent**

Also Present Joan Walsh (Town Clerk)
Judy Morgan (RFO and Planning Officer)

P 7047 Virtual Meeting

RESOLVED: that in view of the COVID-19 pandemic, the meeting of the Planning and Development Committee be held virtually.

P 7048 Apologies and Reasons for Absence

RESOLVED: Noted that all Members were present (however Cllr Buttironi lost internet connection at the start of the meeting and gave his apologies for leaving the meeting).

P 7049 Disclosable Pecuniary Interests and Non-Pecuniary Interests

RESOLVED: No Disclosable Pecuniary Interests and Non-Pecuniary Interests were made.

**P 7050 Approval of Minutes
Planning & Development Committee – 12 January 2021**

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

P 7051 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 04 December 2020 – 07 January 2021.

RESOLVED: noted.

P 7052 Planning Applications received from Reigate & Banstead Borough Council for the period 04 December 2020 – 07 January 2021.

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.

P 7053 Planning Appeals, during the period 04 December 2020 – 07 January 2021.

Members reviewed the list of Planning Appeals lodged, awaiting decision, and determined.

RESOLVED: noted.

Ongoing Planning Matters

P 7054 'Welcome to Horley' Signage

Cllr Stimpson reported that she had been contacted by a resident regarding the green 'Welcome to Horley' signpost in Lee Street, asking if it were possible to adopt the sign, maintain it in a good state and plant some flowers around it. It was agreed that enquiries would be made on the resident's behalf and to establish the responsible authority since it was unclear if it was SCC, or possibly RBBC through devolved powers. Cllr George and Cllr Powell also indicated that they would be willing to check the condition of the green signposts in other areas since they were collectively considered to be a valued asset to the character of Horley.

RESOLVED: that an update on the matter of maintaining the 'Welcome to Horley' signposts be provided at the next Committee meeting.

P 7055 RBBC Planning Application for a new Crematorium and Memorial Garden in Reigate

The Town Clerk updated Members on RBBC's submission of a planning application for a new Crematorium and Memorial Garden at the land parcel south-west of Woodhatch Road, Reigate. At present, local residents could only use such a facility outside the borough, in Crawley, Leatherhead or Croydon. The plans included a modern Crematorium with a ceremony hall to seat 120 mourners together with a waiting room and external covered area with audio-visual facilities to relay services outside for larger ceremonies. It would be set into an attractively landscaped Garden of Remembrance that complements the surrounding landscape.

Many objections to the proposals had been lodged by local residents along with Salfords & Sidlow Parish Council on the grounds of adverse impact on the green belt, threat to wildlife habitat and increased traffic congestion. It was noted that HTC had responded to a pre-consultation on 27 October 2020, stating that "*Given the proximity of Horley to Crawley and that the proposal is outside our parish boundary; HTC have no comment to offer at this time but would be interested in being kept informed about your plans for a new crematorium in this area*". Further updates from RBBC would be provided once received.

RESOLVED: noted.

P 7056 Town Centre Regeneration: RBBC 'Delivering Change' Horley Town Centre Refurbishment Projects

The Town Clerk provided a further update following the last RBBC/HTC Focus Group meeting she attended with Cllr George and the Project Managers on 12 February 2021. The latest details on the programme timetable and progress were received on the four inter-related town centre refurbishment projects to include:

- the high priority refurbishment of the subway;
- the contemporary makeover of the public realm area between the precinct and the subway;

- the provision of high-quality sustainable homes on the site of the High Street Car Park with mixed use on the ground floor; and
- the provision of pay-on-exit parking at the Central and Victoria Road car parks.

The Town Clerk gave the following summary:

1. Subway

- RBBC had appointed civil engineers to carry out a detailed study and visual survey of the area.
- They set up an Asset Protection Agreement with Network Rail, reviewed previous maintenance records and began regular project update meetings.
- A full drainage investigation would be necessary to resolve flooding issues and any information on recent incidents would be useful. SCC surveyors who undertook previous drainage works were assisting and more investment in the longer term was as possibility.
- The appointed architects were looking at design features with a key focus on the possible removal of the advert hoardings, high fencing and to acquire the small triangular piece of land, subject to Network Rail approval, to create more light into subway and provide an attractive landscape.
- A full structural survey would be required as part of next steps and the ongoing issues on the condition of the footbridge would be addressed with Network Rail.

2. Public Realm from Subway to High Street

- RBBC had inspected the area with design consultants to carry out an analysis of urban design characterisation, linear views along the High Street and the potential for more development.
- The usability of the existing pavements were considered, noting that they were much wider one side and should be more accessible.
- Elevated views off the High Street and over the railway bridge were also looked at along with material finishes.
- Replacement signage was addressed, noting the earlier work of the Horley Town Management Group (HTMG) to install improved signage in areas identified in the town centre and on the outskirts, such as, the A23 and Balcombe Road.
- A review of underground utilities had also taken place, noting the constraints on diverting services to be costly and the unsuitability of tree planting where paving could become damaged by underground roots.
- The history of Horley town centre was evaluated to learn how the area had developed over time and a highway structural review identified the existence of an attractive pond feature.
- Certain passageways leading into High Street, such as, Diana Walk were of interest and, depending on land ownership and Public Rights of Way, could be very beneficial if more were made accessible.

3. Public realm between precinct and subway

- RBBC had been liaising with Network Rail on development plans and were aware of the restrictive covenants over the site and rights of access which would be discussed with the appointed architects.
- An oil pipe which runs along the railway line had been identified and enquiries were being made to see if it remained operational and access arrangements.

- The architects were conducting a report on land use, to consider housing provision, height, massing etc. As the site appeared long and narrow, a number of issues would need to be considered, including utilities and services provision, loading bays for deliveries and adequate residential parking.
- An environmental sustainability study would be carried out on the overall design to achieve net carbon zero emissions and they would aim to provide associated facilities, such as, vehicle charging points.

4. Victoria Road and Central Car Parks

- RBBC were consulting with contractors on the design and connectivity of the ANPR system with a pay-on-exit facility.
- The car park signage would be replaced along with clear entry and exit displays.
- The agreed 30-minute free parking grace period would be implemented to increase customer footfall in to the town centre.

The Town Clerk added that, as a gathering of information exercise, the RBBC Project Managers would be conducting separate interviews with various stakeholders, including local businesses, community groups, supermarkets, shops, public houses as well as the Horley Association of Traders (HATs) and the Horley Chamber of Commerce. Cllr George agreed to be interviewed as part of the study. Its purpose would be to collate a range of views to help formulate a better understanding of the High Street experience and how improvements could be made to revitalise the town. The importance of receiving regular updates on all projects had been acknowledged by RBBC and these would be provided in due course. The next focus group meeting would be held on 26 March 2021.

RESOLVED: noted.

Highways Matters

P 7057 Reigate and Banstead parking review 2020

RESOLVED: that the Town Council's response to the Reigate and Banstead Parking Review 2020 (appended to these Minutes), be ratified.

P 7058 Horley Pavement Audit Committee (HPAC)

The HPAC Chairman (Cllr Stimpson) gave an informative update on the meeting held on 9 February 2021 and a copy of the notes are appended.

RESOLVED: that the written summary of the HPAC meeting held on 9 February 2021 (appended to these minutes), be noted.

P 7059 Ongoing Highways Matters

The Town Clerk referred to the [Planning Minutes](#) (Ref: P 7034) of the meeting held on 21 January 2021 when she gave a detailed update on several outstanding highways issues which HTC had been actively pursuing. She said that some issues had been resolved or residents had been informed of possible

P 7059) options to pursue and any active matters continued to be monitored by the Town Council.

The Planning Chairman added that Salfords & Sidlow Parish Council had written to SCC Cllr Kay Hammond to request a full traffic survey be carried out on the full stretch of the A23/Bonehurst Road, plus the impact from the North Gatwick Gateway Distribution Centre on Cross Oak Lane and the junction opposite with Westvale Park. He said that HTC had raised similar concerns previously. The Vice-Chairman concurred, adding that SCC needed to look at the road as a whole and not just take a piecemeal approach as planning applications come forward. They needed to look at the bigger picture. Traffic levels on Bonehurst Road affect both Councils so it seemed a sensible approach to work together. The Town Clerk said that HTC had an upcoming meeting with Cllr Hammond and would raise the matter. She further suggested the concerns be escalated to the Cabinet Member for Highways, Cllr Matt Furniss and with Members' agreement, she would liaise with the Clerk at Salfords and Sidlow Parish Council to pursue this as a joint request from both Councils.

RESOLVED: that the Town Clerk liaise with Salfords & Sidlow Parish Council to support their request for a full Traffic Survey and impact assessment be carried out by SCC on the full stretch of the A23 and Bonehurst Road.

P 7060 **SCC Notice – Temporary Prohibition of Traffic Order, Church Road, Horley**

The Town Clerk explained that the Temporary Prohibition of Traffic Order for Church Road which had previously been circulated to Members, for information. The required works were for a new water mains connection and would be carried out over 5 working days within a 12-month period from the effective date of the Order on 15 February 2021. Diversion routes and signage would be put in place and access for emergency services, pedestrians and cyclists would be maintained at all times.

RESOLVED: noted.

P 7061 The Town Clerk advised that the latest Metrobus newsletter had been circulated to all Members for information. It focussed on continued bus services being maintained for key workers during the third Covid-19 lockdown with extra measures implemented for passenger safety.

RESOLVED: noted.

P 7062 **SCC Highways Bulletins**

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

Airport Matters

P 7063 **GATCOM: DfT Consultation on Stage 1 Night Flights (Closing Date: 3 March 2021)**

The Chairman gave a brief overview of the consultation and explained that it comprised two parts. The current Night Flights Regulation regime was due to expire in October 2022 but as the DfT and the airline industry did not know how

P 7063)

the industry would build back from current levels due to Covid-19, the DfT were proposing that it be extended to 2024. Negotiations would therefore take place for a new regime to be put in place from 2024. He advised that he was seeking input from Members on whether to agree to the extension from October 2022 to October 2024 along with any other suggestions to be put forward for consideration for the new regime.

Cllr George added that if no agreement were put in place, then the airports could become unregulated. There were many issues of concern with the current administration, not least the way in which airports manipulate the rollover rules to allow significantly more night flights in the summer than the published maximum agreed figure. Therefore, agreeing to an extension would give more time to consider what the new terms should comprise. This approach was supported by the Committee.

RESOLVED: that the Town Council, through GATCOM, supports an extension of the current regime on the basis that there be a ban on the older, noisier aircraft being used at night and further consideration be given to what should be included in future night flight restrictions.

P 7064

GAL: 'Keeping in touch with the Community'

The Planning Chairman provided the following updates on the last meeting he attended which was held on 12 February 2021:

- **Operational Update:** The impact of COVID-19 continued to significantly affect operations at Gatwick Airport and an offer was made to dedicate the unused South Terminal as a mass vaccination site.
- **Traffic Update:** Operations remain consolidated to the North Terminal and departing flights were only between the hours of 07:30-17:00.
- **Gatwick Airport Community Trust (GACT):** Had extended their deadline for receipt of applications to 21 May 2021 to give organisations more time to plan during challenging times and apply for funding.
- **Northern Runway Project:** Would be restarting after being temporarily paused due to Covid-19 and the project would seek Development Consent, via the 2008 Planning Act, for a dual-runway operation using the existing Northern Runway in tandem with the main runway.

RESOLVED: noted.

P 7065

GATCOM Meeting, 21 January 2021: Key Messages

It was noted that the Key Messages from the GATCOM meeting comprised the Chairman's Report on the GATCOM Steering Group and the CEO's commentary on Gatwick's work and performance over the previous quarter. The latest activities by the Passenger Advisory Group were also received together with updates from the Noise & Track Monitoring Advisory Group and the Noise Management Board.

RESOLVED: noted.

P 7066

GATCOM: Weekly Newsletters and Updates

RESOLVED: that the latest GATCOM newsletters and updates, previously circulated to Members, be noted.

GAL: Introduction of Forecourt Charging

The Town Clerk referred to GAL’s Press Release (previously circulated) about the airport’s forecourt charging for drop off and pick up, from 8 March 2021. GAL would be introducing a £5 charge for vehicles stopping outside the North Terminal and this would include the South Terminal at a later date. To avoid paying the charge, people could use the airport’s long-stay car parks with two hours free parking and a free shuttle bus to the terminal. Alternatively, passengers could arrive by public transport, using local train and bus services. The reason for forecourt charging was to help reduce traffic congestion and emissions as well as create revenue to help protect local jobs in light of the negative economic impacts of the Covid-19 pandemic. Blue badge holders could still access the forecourt free of charge by registering their details online, up to three months before their outbound travel date.

Commuters living within a limited number of post codes from the airport (including RH6 0 and RH6 9) with no public transport access would be allowed two visits per day to use the train station by paying an annual £50 charge through the ‘Local Commuter Scheme’. Members were concerned that the post codes did not seem to include all of Horley and asked that this be queried as many Horley residents use Gatwick Airport railway station for transport.

RESOLVED: that GAL be contacted to clarify eligibility for the ‘Local Commuter Scheme’ within the RH6 0 and RH6 9 post code areas and if it would be extended to Horley residents outside the stated postal sectors.

Recent Airport Communications

From	Subject	Received	Action
CAA	Night flight restrictions consultation	09.02.21	Noted
GACC	Text of an email from the environmental and amenity groups’ representative	18.01.21	Noted
GAL	North Terminal Vehicle Charging Stations	11.02.21	Noted
	Newsletters	18.01.21	Noted
	Newsletters	18.01.21	Noted
GATCOM	Agenda 21.01.21	14.01.21	Noted
	Key Messages	04.02.21	Noted
	Night Flight Restrictions Consultation Briefing	22.01.21	Noted
	Newsletters	15.01.21	Noted
Gatwick Spotters	January Gatwick Report	15.01.21	Noted
	Gatwick Movements	15.01.21	Noted
	PCSO End of Year Report	15.01.21	Noted

P 7068) SSPC Night Flights 09.02.21 Noted
Consultation Response

RESOLVED: noted.

P 7069 **Crawley Borough Council Local Plan (Reg 19) Consultation -
(Closing Date: 17 February 2021)**

The draft response to the CBC Local Plan (Reg 19) consultation in relation to designated strategic employment land had been previously circulated to all Members for consideration. The Committee made a note of thanks to the Planning Chairman for preparing the comprehensive draft response, the contents of which were approved.

RESOLVED: that Horley Town Council's response to the Crawley Borough Council Local Plan (Reg 19) consultation on designated strategic employment land (appended to these Minutes), be approved and submitted prior to the closing date.

P 7070 **MHCLG Supporting housing delivery and public service infrastructure consultation (Closing Date 28 January 2021)**

RESOLVED: that Horley Town Council's response to the MHCLG consultation 'Supporting housing delivery and public service infrastructure' (appended to these Minutes), be ratified.

P 7071 **RBBC Local Character and Distinctiveness Design Guide Supplementary Planning Document (SPD) Consultation (Closing Date: 1 March 2021)**

The Town Clerk advised that the RBBC Local Development Framework team (LDF) had undertaken a review of the Local Distinctiveness Design Guide Supplementary Planning Guidance (SPG) for town centres, landscapes, parks, historic buildings, character areas, conservation areas, open spaces and listed buildings across the Borough. It was consulting on the draft SPG and Supplementary Planning Document (SPD). The revised SPD, once approved, would replace the current SPG to be consistent with DMP Policies and National Policy changes since the original SPG was adopted. She added that it was a lengthy document but there seemed to be no apparent issues, only a continuance of the current guidance in more detail and does not introduce new policy. The Chairman concurred and the Committee were in agreement that the proposals as outlined should be supported.

RESOLVED: that the RBBC Local Character and Distinctiveness Design Guide Supplementary Planning Document (SPD) consultation be noted and the SPD supported by Horley Town Council.

P 7072 **Letters Received**

From	Subject	Received	Action
ARA	Prior Approval Condition	05.02.21	Noted
CBC	Crawley Local Plan Update	19.01.21	Noted

P 7072)	Metrobus	Newsletters	15.01.21 29.01.21	Noted
	MVDC	Newsletters	02.02.21	Noted
	RBBC	NE Sector Phase 2 Planning Approval	05.02.21	Noted
	Residents	Meath Green Oak Tree Felling	01.02.21	Noted

RESOLVED: noted.

Cllr Saunders referred to an email about a planning condition made in a decision issued in 2005 which he thought might be useful in preventing permitted development extensions at 'The Acres' development. The planning condition reads:

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order, with or without modification) no domestic extensions shall be erected without the prior written approval of the Local Planning Authority.

Reason:

To control any subsequent enlargements of dwellings in the interests of the visual and residential amenities of the locality with regard to Reigate and Banstead Borough Local Plan 2005 policies Ho9 and Ho16.

The Planning Chairman said that any applications would be judged under current legislation. HTC could investigate the matter if Cllr Saunders submitted his enquiry to the office to forward on to the Head of Planning at RBBC for clarification and this was agreed.

RESOLVED: that Cllr Saunders submits his enquiry on planning authority decisions for permitted development extensions to the HTC office to forward on to the RBBC Head of Planning for a response.

P 7073 **Diary Dates**

Next virtual meetings of HTC: Full Council, 2 March 2021

RESOLVED: noted.

P7074 **Items for future consideration**

New structure for Planning Meetings for the Municipal Year 2020/21

To consider a proposal to confine alternate Planning Meetings to planning applications, consultations and other time related deadlines as the business to be transacted and to confine other standard agenda items to main meetings of the Planning Committee. The matter will be considered at the Full Council meeting on 2 March 2021.

RESOLVED: noted.

P 7075 **Press Release**

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

Meeting closed at 20.50 pm Date of next meeting: 16 March 2021

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 08 January – 11 February 2021

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

01. RBBC Letter Dated: 15/01/21	Application No: 21/00019/HHOLD
LOCATION:	Cherrytree Rosemary Lane Horley Surrey RH6 9HG
DESCRIPTION:	Proposed rear extension and new pitched roof
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

02. RBBC Letter Dated: 15/01/21	Application No: 21/00021/HHOLD
LOCATION:	38 Queens Road Horley Surrey RH6 7AH
DESCRIPTION:	Proposed single storey extension
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

03. RBBC Letter Dated: 15/01/21	Application No: 20/02742/HHOLD
LOCATION:	Copperwood 3 Russells Crescent Horley Surrey RH6 7DJ
DESCRIPTION:	Single storey rear extension
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

04. RBBC Letter Dated: 15/01/21	Application No: 20/02930/HHOLD
LOCATION:	Chalet At Trentham Peeks Brook Lane Horley Surrey
DESCRIPTION:	Retrospective approval for replacement garden building in revised position from consent 17/00561 and revised use as ancillary use to the dwelling and support building for the caravan site.
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	The Town Council OBJECTS on the following grounds: - <ul style="list-style-type: none"> i. Inappropriate design for a garden building, ii. Too large and massed for a garden building iii. Two stories and a pitch roof inappropriate for a garden building

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05. RBBC Letter Dated: 18/01/21	Application No: 21/00017/HHOLD
LOCATION:	7 Chesters Horley Surrey RH6 8BP
DESCRIPTION:	Garage (not in use as such) conversion, improve insulation, adding pitched roof with skylights.
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

06. RBBC Letter Dated: 18/01/21	Application No: 21/00008/HHOLD
LOCATION:	Newlands 37 Ringley Avenue Horley Surrey RH6 7EZ
DESCRIPTION:	Demolition of the existing garage. Additional ground and first floor extensions to the rear. New garage and utility to the side.
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	The Town Council OBJECTS based on the comments from the Conservation Officer.

07. RBBC Letter Dated: 21/01/21	Application No: 21/00089/CON SCC REF: 2020/0156/RE21/00089/CON
LOCATION:	Westvale Park Primary School, Westvale road, Cavell Way, Horley, Surrey, RH6 8SU
DESCRIPTION:	Details of Landscape and Ecology Management Plan submitted pursuant to Condition 22 of planning permission ref: RE18/01912/CON dated 18 April 2019
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

08. RBBC Letter Dated: 21/01/21	Application No: 21/00090/CON SCC REF: 2020/0157/RE21/00090/CON
LOCATION:	Westvale Park Primary School, Westvale road, Cavell Way, Horley, Surrey, RH6 8SU
DESCRIPTION:	Details of vehicular and pedestrian access; parking scheme for bicycles and scooters; footway and pedestrian crossing facilities; and signage and road marking strategy submitted pursuant to Conditions 8, 10, 13 and 15 of planning permission ref: RE18/0912/CON dated 18 April 2019.
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

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09. RBBC Letter Dated: 21/01/21	Application No: RE21/00091/CON SCC REF: 2020/0171/RE21/00091/CON
LOCATION:	Westvale Park Primary School, Westvale road, Cavell Way, Horley, Surrey, RH6 8SU
DESCRIPTION:	Details of parking management plan submitted pursuant to Condition 7 of planning permission ref: RE20/00808/CON dated 14 July 2020.
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

10. RBBC Letter Dated: 21/01/21	Application No: 20/02474/CLE
LOCATION:	8 Bolters Road South Horley Surrey RH6 8HT
DESCRIPTION:	Single storey extension within 3m of existing rear wall and loft conversion to 1st floor
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

11. RBBC Letter Dated: 21/01/21	Application No: 21/00027/ADV
LOCATION:	The Chequers Brighton Road Horley Surrey
DESCRIPTION:	New brand signage to replace existing that were situated at the property, 3no entrance totem signs are a like for like replacement for the existing in size and construction, new small way finder signage situated within the property carpark to replace existing but smaller to match brand guidelines, 2no new canopy signs to match brand guidelines situated above the 2no entrances. 1no new sign above the entrance to the restaurant to replace the existing sign which was coming away from the building and a risk to public safety if the signage was not removed, new signage consisting of timber back ground and moulding with halo illuminated letters in brand colours, materials and design used were to be as sympathetic as possible to the existing build design
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	We note & support the comments from the Conservation Officer. Illuminated signs adjacent to the neighbouring residential areas should be designed to mitigate light pollution to those areas.

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12. RBBC Letter Dated: 22/01/21	Application No: <u>21/00046/HHOLD</u>
LOCATION:	55 Hyperion Walk Horley Surrey RH6 7DA
DESCRIPTION:	Two storey side extension, single storey rear extension
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections. However, we do have concerns about the adjacent tree which is on public land.

13. RBBC Letter Dated: 25/01/21	Application No: <u>21/00085/HHOLD</u>
LOCATION:	33 Poynes Road Horley Surrey RH6 8LS
DESCRIPTION:	Two storey front extension protruding from the south elevation
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

14. RBBC Letter Dated: 26/01/21	Application No: <u>21/00038/HHOLD</u>
LOCATION:	32 Williamson Road Horley Surrey RH6 9RQ
DESCRIPTION:	Erection of single storey rear and side extension
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

15. RBBC Letter Dated: 26/01/21	Application No: <u>20/02912/HHOLD</u>
LOCATION:	41A Oakwood Road Horley Surrey RH6 7BY
DESCRIPTION:	Proposed single storey side extension and double storey extension/garage conversion
HORLEY TOWN COUNCIL COMMENTS Ratified 16/02/21	No objections

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16. RBBC Letter Dated: 27/01/21	Application No: 21/00020/CU
LOCATION:	Vonwolf Kennels Peeks Brook Lane Horley Surrey RH6 9PP
DESCRIPTION:	Change of use of dog kennel (Sui Generis) to a flexible use as E (a) retail, E (c) E(c)(i) financial services; E(c) (ii) professional services; and, E(c)(iii) other appropriate services. E (g) Uses which can be carried out in a residential area without detriment to its amenity (E(g)(i) offices to carry out any operational or administrative functions; (E(g)(ii) research and development of products or processes; and, E(g)(iii) industrial processes) and B8 storage or distribution with associated improvement to the existing building
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

17. RBBC Letter Dated: 01/02/21	Application No: 21/00118/HHOLD
LOCATION:	Mersa Haroldslea Drive Horley Surrey RH6 9DT
DESCRIPTION:	Proposed single storey rear extension following demolition of existing conservatory.
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

18. RBBC Letter Dated: 01/02/21	Application No: 21/00198/HHOLD
LOCATION:	18 Balcombe Gardens Horley Surrey RH6 9BY
DESCRIPTION:	Proposed two storey side/rear extension with single storey rear extension.
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

19. RBBC Letter Dated: 01/02/21	Application No: 21/00025/HHOLD
LOCATION:	7 Arne Grove Horley Surrey RH6 8DQ
DESCRIPTION:	2 storey side extension incorporating front porch
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

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20. RBBC Letter Dated: 08/02/21	Application No: 21/00143/HHOLD
LOCATION:	38 Benhams Drive Horley Surrey RH6 8QU
DESCRIPTION:	Erection of single storey flat roof rear extension and conversion of the existing integral garage to habitable accommodation
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

21. RBBC Letter Dated: 08/02/21	Application No: SCC Ref 2021/0010/RE/2021
LOCATION:	Langshott Infant School, Smallfield Road, Horley, RH6 9AU
DESCRIPTION:	Details of a Travel Plan effectiveness monitoring report submitted pursuant to Condition 2 of planning permission ref: RE18/02666/CON dated 3 May 2019
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	Noted but no comment

22. RBBC Letter Dated: 10/02/21	Application No: 21/00261/TPO
LOCATION:	7 Clifton Close Horley Surrey RH6 9SE
DESCRIPTION:	T1 – Dead Oak trunk. This constitutes only the trunk of the tree, no lateral branches and a very small amount of dead epicormic. T2 – Ash Tree. The tree exhibits Chalara and should be removed for safety reasons.
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections, subject to no adverse comments from the Tree Officer. From the plan it appears that the trees are not within the curtilidge of the property and the Town Council queries who is responsible for the trees.

23. RBBC Letter Dated: 10/02/21	Application No: 21/00219/CLP
LOCATION:	19 Palmer Close Horley Surrey RH6 8LG
DESCRIPTION:	Construction of new porch to front entrance, installation of 1 no. new window and blocking up of 1 no. existing to side elevation and alterations to fenestration to rear elevation (all at ground floor level)
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

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24. RBBC Letter Dated: 10/02/21	Application No: 21/00030/HHOLD
LOCATION:	17 Furze Close Horley Surrey RH6 9SL
DESCRIPTION:	To remove hedging and verge to front of house to make a parking space. I have already gained permission to remove hedging according to building covenant and propose to remove front garden under less than 5m2 rules. Complete with block paving to match drive and road.
HORLEY TOWN COUNCIL COMMENTS (16/02/21)	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 08 January – 11 February 2021
To see plans please CTRL+click on the application number to follow the link

Tree Works (Non-Felling)

A. RBBC Letter Dated: 20/01/21	Application No: 21/00116/TPO
LOCATION:	Rear Of 7-15 Wheatfield Way Langshott Horley Surrey
DESCRIPTION:	5 Oak Trees - Crown lift for all trees to a height of 10m. Lateral crown reduction of 2 metres, and crown thin by 20% in density, and for this to be done every 6th or 7th year. The last application was approved under Ref : 12/00772/TPO. This work will reduce overhang and improve light into each property.
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
Applications validated week beginning 04 January
04/02120/RM5CNMAMD1 – Horley North West Development Meath Green Lane Horley Surrey Non material amendment- minor amendment to approved materials plan is required
Applications validated week beginning 11 January
04/02120/RM2DDET03B – Horley North West Development Phase Two Webber Street Horley Surrey Submission of materials details (excluding windows) pursuant to condition 3 of permission 04/02120/RM2D. Reserved Matters Application for Phase 2 of development at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT for the erection of 152no. dwellings and associated car parking, play area, levels and drainage.
18/01411/DET04A – Land To The Rear Of 52-56 Bonehurst Road Horley Surrey RH6 8QG Submission of Arboricultural Method Statement details pursuant to condition 4 of permission 18/01411/F. 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.
18/00058/DET05 – Don Ruffles 138 Victoria Road Horley Surrey RH6 7BF Submission of construction transport management plan details pursuant to condition 5 of permission 18/00058/F. To extend existing building with two storey and single storey extension and to convert existing shop/office building including extension into 6 No. flats. 6 x 2 bed.
15/00028/NMAMD1 – 16 Kings Road Horley Surrey RH6 7AZ Non-material amendment-amendments to height of eaves and ridge due to increase in floor to ceiling height required for housing standards. Amendments to facade materials. Omissions/ addition of windows/ doors. As amended on 22/01/2021 and on 08/02/2021.
04/02120/RM5CDET23A – Horley North West Development Meath Green Lane Horley Surrey Submission of photovoltaic panels details pursuant to condition 23 of permission 04/02120/RM5C. Reserved Matters Application for 78 dwellings on Phase 5 of development at North West Horley (access, appearance, landscaping, layout and scale) pursuant to 04/02120/OUT and associated car parking, landscaping, levels and drainage.
Applications validated week beginning 18 January
None relevant to Horley
Applications validated week beginning 25 January
21/00101/CLP – 27 Field Bank Horley Surrey RH6 9EH The proposal is to erect an Unenclosed Storm Porch to the east-facing front door entrance of the existing house. The porch will be constructed over the existing entrance, extending out by a maximum of 1m, with a maximum width of 1.88m, that is 1.88m sq. The maximum height above present ground level is expected to be 2.86m.
18/00058/DET03 – Don Ruffles 138 Victoria Road Horley Surrey RH6 7BF Submission of materials details pursuant to condition 3 of permission 18/00058/F. To extend existing building with two storey and single storey extension and to convert existing shop/office building including extension into 6 No. flats. 6 x 2 bed.
17/00693/DET06 – 96-100 Victoria Road Horley Surrey RH6 7AB Submission of surface water drainage details pursuant to condition 6 of permission 17/00693/F. Construct a single storey roof extension above the existing flat roof of the building (Nos. 98-100) to create a new third storey, together with alterations to the existing pitched roof building (No. 96) to create 19 self-contained studio, 1 & 2 bedroom residential flats.

List of Planning Applications
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20/01765/NMAMD1 – 22 Balcombe Gardens Horley Surrey RH6 9BY Non-material amendment- Addition of a back door.

Applications validated week beginning 01 February
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None relevant to Horley

HORLEY TOWN COUNCIL

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Town Clerk
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www.horleysurrey-tc.gov.uk



Mr David Curl
Parking Team Manager
Hazel House
Merrow Depot
Merrow Lane
Guildford
GU4 7BQ

14 January 2021

By email: david.curl@surreycc.gov.uk

Dear Mr Curl

Reigate & Banstead Parking Review 2020

At our Planning & Development Committee meeting held virtually on 12 January 2021, our Members reviewed the proposals for changes to parking restrictions in relation to Horley and would like to submit the following comments.

Horley East division proposals:

Brighton Road

It was felt that the proposed new double yellow lines on the A23, Brighton Road should be continuous from the A23 junction with Victoria Road to the junction with Church Road.

Brookfield Drive and Drawing 61

Horley Town Council suggests some further amendments as explained below:



The Town Council supports the proposed double yellow lines in red but suggests that it needs to continue further around Newman Road, to the driveway of blocks labelled 1 and 3 on the drawing.

/continued

We also suggest extending the double yellow lines on the junction of Meadow Way with Brookfield Drive. The reason is that there are two cars frequently parked there, and they force cars leaving Meadow Way out on to the wrong side of the road. There have been numerous very close near misses due to this, with cars driving into Meadow Way from Brookfield Drive (travelling east to north) by having to mount the pavement to pass. We are very concerned for the safety of pedestrians in this respect.

We also suggest adding a double yellow line on the inside corner of the west leg of Meadow Way. This is a blind corner and because of parked cars, there is only a single car width with cars travelling head-on. Some residents are aware and most take it at a crawl but drivers unfamiliar with the estate (especially delivery drivers) fly around it. There is also reportedly recent experience of an incident whereby a vehicle mounted the pavement and struck a fence.

Woodroyd Avenue

It is good to see additional double yellow lines in Woodroyd Avenue which has long been blighted by waiting taxis.

Horley West, Salfords & Sidlow division proposals:


Oakwood Road

Horley Town Council welcomes and supports the introduction of residents parking bays on Oakwood Road. This was raised by residents at a Horley Residents Forum meeting.

The Town Council has no further comments to make on the proposals other than to support them. However, we see parking enforcement as a key element to ensure that public safety is never compromised. We would therefore like to be reassured that the new proposals along with current restrictions will be adequately enforced.

We hope that all the comments raised by Horley Town Council in this letter will be given due consideration and we look forward to hearing the outcomes in due course.

Yours sincerely



Joan Walsh
Town Clerk
Horley Town Council

cc: Borough and County Cllr Graham Knight
County Cllr Kay Hammond



HORLEY PAVEMENT AUDIT COMMITTEE

Notes from the Meeting on Tuesday 17 November 2020

Fiona Stimpson (FS) welcomed Councillor Mike George (MG), Richard Greaves (RG), Tony Breen (TB) and Abdou Fatih (AB) to the remote meeting of the Horley PAC. An apology was sent in by Teddy Philips.

The Pavement Parking Consultation by the Department of Transport was discussed. FS reported that a link to the consultation was sent out to members asking them to complete their comments if they wished to have their say. MG reported that the Council would be sending in their response too.

TB discussed the problem with flooding in Ringley Avenue – explaining that when there is heavy rain, the water spills onto the pavement outside No 39 Ringley Avenue due to the lack of a gully and the camber not allowing water to reach the gully on the other side. TB explained that No 39 is a Care Home and it is almost impossible to go out the driveway without getting wet feet as the flooding fills the whole pavement outside the driveway.

He said that he had written to Surrey County Council numerous times without any result and would also try writing the MP Claire Coutinho. This issue was discussed at a Planning Meeting and MG reported that it had been discussed at a recent Liaison Meeting with RBBC & Surrey Councillors.

AF again raised the issue with the pavement on the left side of Ladbroke Road going from Bonehurst Road up to the railway bridge which is in a bad state of repair and comes to an end at the bridge, forcing pavement users to cross over to the other side of the road and then cross back over after the bridge to go towards the Acres. AF also noted that the pavement beyond the bridge by Little Meadows was in excellent condition and MG explained that this was because the pavement was a new pavement improved at the time that Little Meadows was developed. AF also commented that it would be great if at some stage the state of this pavement could be resurfaced and to extend the pavement beyond the bridge up to the new pavement!

FS reported that as a mobility scooter user for she has used this route to get to the Acres for dog walking and commented that she had to use driveways to cross over the road to go under the bridge which is tricky with the dogs watching out for traffic speeding along Ladbroke Road; then must go up to the crossroads at Orchard Drive and Wheatfield Way to be able to cross back as there are no other dropped kerbs along that part of the road.

RG commented on the improvements to the pavements along Horley Row and Meath Green Lane and that the dropped kerbs had also been improved. However, it was noted that they had not put in a dropped kerb at the entrance to the old Chequers Hotel car park. FS noted that as there was a mini layby by Portland Vets, you could use this to then go on the pavement there where there is a dropped kerb. However, this is not ideal and would ask about the possibility of that being looked at.

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FS reported that with the High Street precinct redevelopment, pavements and dropped kerbs around the town centre had been improved.

MG reported that the pavement by the Post Office had been raised at a recent Liaison Meeting. FS reported that a resident had contacted her through Messenger to report that she had witnessed an elderly tripping and falling because of the uneven paving cause by tree roots there.

Parkhurst Road was discussed and the fact that only short section had been resurfaced up to Witherdale, even though the whole road and that the pavement also needed to be resurfaced as several of our committee members had raised this at previous meetings.

FS and MG will agree a date for the next meeting once we check the Council calendar. A link to the Zoom invitation will be sent out to members along with a copy of the notes of the meeting.

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Anthony Masson,
Senior Planning Officer,
Local Plan Consultation,
Strategic Planning,
Crawley Borough Council,
Town Hall,
The Boulevard,
Crawley RH10 1UZ.

17 February 2021

By email: - strategic.planning@crawley.gov.uk

Dear Mr Masson,

Horley Town Council response to the changes which have been made to the Crawley Borough Council Local Plan

Thank you for giving us the opportunity to comment on the changes which have been made to the Crawley Borough Council Local Plan. Horley Town Council notes that in order to meet Crawley's employment land needs for the Plan period, the Local Plan proposes that land in the north east of Crawley, at Gatwick Green, will be allocated for delivery of a strategic employment location that will provide as a minimum 24.1 hectares of new industrial land, predominantly for B8 storage and distribution uses.

At the meeting of the Town Council's Planning & Development Committee meeting held on Tuesday 16th February, Members discussed this proposal.

It was noted that this area will be directly opposite the proposed Horley Business Park and separated by the Gatwick M23 spur road.

Where the Horley Park is planned to have direct access to the M23 spur it is understood that the transport access for Crawley's Gatwick Green proposal would be via the Balcombe Road. We further understand that the site will comprise mainly warehousing which tends to produce more vehicle movements than offices or industrial use for example.

It is for these reasons that Horley Town Council wishes to put on record its very real concerns on the potential impacts to the road network in Horley.

Traffic from Gatwick Green could use the Balcombe Road which joins the A23 at the Chequers roundabout before heading north towards Redhill. This section of the A23 is already under great pressure with the increase in traffic from two major residential developments and the new North Gatwick Gateway warehouse site. In addition, there is the possibility that some site traffic will be allowed access to/from the Horley Business Park via the Balcombe Road.



Of equal concern is the route that vehicles travelling to/from Gatwick Green will use to access the motorway network. One option could be via Horley Town Centre, the A23 and M23 at Gatwick or the reverse. We do not welcome the thought of a stream of commercial vehicles using Gatwick Green mixing with the regular town centre traffic of cars, buses, and delivery vehicles where queuing at peak times has been a feature for some while on current levels of traffic.

We trust our concerns will be taken into consideration.

Yours sincerely,

A handwritten signature in blue ink, reading "Jean Walsh", enclosed in a thin black rectangular border.

Town Clerk

HORLEY TOWN COUNCIL

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Public Service and Permitted Development Consultation
Ministry of Housing, Communities and Local Government
Planning Directorate
3rd Floor, North East
Fry Building
2 Marsham Street
London
SW1P 4DF

By email: PublicServiceInfrastructure&PermittedDevelopmentConsultation@communities.gov.uk

25 January 2021

Dear Sirs

MHCLG Consultation: Supporting Housing Delivery and Public Service Infrastructure

Thank you for the opportunity to respond to the above-entitled consultation on permitted development rights, change of use and speeding up planning permission for public service infrastructure. The matter was considered by Horley Town Council and its Planning Committee meeting held on 12 January 2021 and the following comments were made:

1] Supporting housing delivery through a new national permitted development right for the change of use from Commercial, Business and Service use class to residential.

In principle, the Town Council has supported the permitted development of redundant commercial property to residential. However, our experience has been that viable businesses in Horley town centre have been forced to vacate their premises by landlords, by means of not renewing leases. This had the impact of not only job losses, but damage to our 'lunchtime economy' through 'the law of unintended consequences'.

We do not support the proposed new E Class as we believe this removes from local control the ability to support mixed use of our town centre in particular the retail element, so avoiding becoming solely dependent on non-retail businesses which does not always attract residents into the town centre.

Public Sector Equality Duty Assessment and impact assessment

With reference to Q6.1, we repeat our statement above that the current permitted development rights have resulted in the loss of most of our town centre office-based companies. Although the conversion to residential has increased the number of residents living in the town centre, where is the evidence this converts into benefits to the existing retail business with the attraction of out-of-town major superstores?

2] Providing further flexibilities for public service infrastructure through permitted development rights.

Our following comments relate to schools only as we have neither a prison nor hospital within our town boundary.

Horley has one comprehensive school and seven primaries. They are all in different settings, some closely surrounded by residential properties whilst others are in a more open setting with playing fields. We therefore have no fixed views on the percentage increase in footprints or maximum heights as each school site development should be assessed on what is appropriate to its location and relationship to surrounding properties.

A faster planning application process for public service developments.

Whilst we have concerns to any reduction in the processing and, more importantly, the consultation element of a planning application as being achievable by some of the statutory consultees, HTC as a statutory consultee, could adapt if this proposal were to be implemented.

Categories of “major development” which will be subject to the modified process.

Again, if this proposal were to be implemented, we would adapt to meet the new requirements.

Consultation:

With reference to section 63, we have concerns over the proposal to reduce the consultation period from 21 days to 14 days. It is an unfair assumption to state “that many of these developments will have already been subject to extensive prior engagement with the local community”. That might well apply to consultees such as ourselves but not to residents who would only be aware of such developments when posted on the internet or in the local press.

We do hope that our above comments will be given due consideration and we look forward to hearing the outcomes in due course.

Yours faithfully,



Joan Walsh
Town Clerk
Horley Town Council

Claire Coutinho, MP for East Surrey
Claire Minter, Clerk Salfords & Sidlow Parish Council
Ian Dunsford, RBBC Planning Policy Manager
Cllr Richard Biggs, Cabinet Member for Planning Policy, RBBC