**HORLEY TOWN COUNCIL**

**Minutes of a Meeting of the Planning and Development Committee**

**held on 12 March 2024, at 7.30pm**

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| **Present** | Cllrs | Hannah Avery | Lynnette Easterbrook | Martin Saunders |
|  |  | Keith Barlow\* | Mike George | Tom Turner |
|  |  | Michael Blacker | Jerry Hudson\* | Steve Wotton |
|  |  | Victoria Chester\* | Cec Hughes\* |  |
| **\* Absent**  **\*\*In Attendance Remotely** | |  | | |
| **Also Present** |  | Joan Walsh (Town Clerk)  Sophie Mandak (Administrative Assistant) | | |
| **P 7637**  **P 7638** | **Apologies and Reasons for Absence**  Apologies were received from Cllr Barlow, Cllr Chester, Cllr Hudson and Cllr Hughes.  ***RESOLVED: noted.***  **Disclosable Pecuniary Interests and Non-Pecuniary Interests**  Cllr Avery declared a non-pecuniary interest in Planning Application 24/00324/F [Land and Outbuilding to the rear of 19 Station Road, Horley, Surrey], as the Applicant is known to her.  Cllr Blacker is a member of the Reigate and Banstead Borough Council Planning Committee and therefore the views expressed by him at the meeting may change.  ***RESOLVED: noted.*** | | | |
| **P 7639** | **Approval of Minutes**  Planning & Development Committee held on 13 February 2024.  ***RESOLVED: That the minutes of the above meeting of the Planning & Development Committee be approved.*** | | | |
| **P 7640**  **P 7641**  **P 7641)**  **P 7642** | **Planning Updates**  **P 7633 Surrey Rights of Way Improvement Plan (ROWIP)**  The Town Clerk reported that an acknowledgement had been received to the Town Council’s submission to [Surrey’s Rights of Way Improvement Plan (ROWIP).](https://www.surreycc.gov.uk/culture-and-leisure/countryside/management/footpaths-byways-and-bridleways/improvement-plan)  It is intended that the new ROWIP will be produced at the end of 2024.  ***RESOLVED: noted.***  **Outside Bodies and Sub-Committees**  **Horley Town Management Group (HTMG)**  The Committee received an update on the last group meeting, including progression of the Action Plan, noting key updates on:   * ‘Leaving a Legacy’ promotion on the HTMG website; * A draft new Highways Signage proposal presented to Surrey County Council, for consideration; * Contact made with the Horley Local History Society (HLHS) to progress the History Trail; * An Environmental Trail to be progressed through the HTC Environment Group; * Enquiries made to secure a Cash Deposit Scheme in Horley; and * Proposed Works Perfect hub update.   The next meeting would be held on 16 April. The Chairman advised that he and the Town Clerk were consulting with the HTMG Chairman on administration arrangements for future HTMG meetings to be held remotely with recordings and AI tools to transcribe meeting notes and actions. A further update would be provided in due course.  ***Resolved: noted.***  **Accessibility Horley (formerly known as ‘Horley Access Group’)**  Cllr George reported that the next meeting would be held remotely on 13 March and would cover a number of issues which had previously been reported to SCC Highways but were still awaiting responses. These included a rising number of potholes, requiring urgent attention. The notes of the meeting would be circulated in due course. In the meantime, it was recommended that SCC divisional members be alerted to any new reports made with reference numbers provided so that they can take these up directly with highways officers on likely outcomes.  ***RESOLVED: noted.*** | | | |
| **P 7643**  **P 7644**  **P 7645**  **P 7646** | **Determined Planning Applications**  Members reviewed the list of Planning Applications determined for the period 9 February to 7 March 2024.  ***RESOLVED:* *noted.***  **Registered Planning Applications**  Planning Applications received from Reigate & Banstead Borough Council for the period 9 February to 7 March 2024.  ***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**  Planning appeals received and determined for this period were noted by the Committee.  ***RESOLVED: noted.***  **Ongoing Planning Matters**  **Former Delta House and Bungalows, Cheyne Walk, Horley**  It was noted that plans for the former retirement complex had yet to be disclosed and Raven Housing Trust were in contact with RBBC for pre-application advice. The Town Council had been asked about transferring a small area of land at Michael Crescent Centenary Park to the Trust for planting as part of biodiversity enhancements to offset the new development, in exchange for some Raven owned land that could be used for additional facilities for the park. This had however yet to be taken up directly with the Town Council and full details provided for consideration. There was also a Surrey County Council covenant on the land. | | | |
| **P 7646)**  **P 7647**  **P 7648**  **P 7649**  **P 7650**  **P 7650)**  **P 7651**  **P 7652**  **P 7653**  **P 7653)**  **P 7654**  **P 7655**  **P 7656**  **P 7656)**  **P 7657** | **Reigate & Banstead Development Management Plan (DMP)**  Cllr Saunders advised that he had asked the Borough Council about their approach to delivering new development, right through from inception to final completion (including road adoption), as the principal Planning Authority. He had raised the matter initially with Bgh Cllr Richard Biggs concerning ‘The Acres’ development whereby RBBC is no longer directly involved even though some roads have yet to be adopted. Cllr Biggs advised that the management company had a role to play in this regard along with SCC, even though the County Council is not responsible for the management or upkeep of unadopted or private roads. Similarly, road adoption by SCC to become part of the public highway had similarly not been finalised. Cllr Saunders said he is concerned that the issues could be repeated at Westvale Park on completion and should be avoided. A further update would be provided in due course.  ***RESOLVED: noted.***  **Transport and Highways Matters**  **Surrey County Council Proposed Traffic Orders (Amendment of Waiting Loading and Unloading Prohibition and On-Street Parking Places Orders) in Reigate & Banstead**  The Town Clerk reported that Surrey County Council were advertising the proposals from the [Reigate & Banstead Parking Review 2023/24](https://www.surreysays.co.uk/environment-and-infrastructure/reigate-and-banstead-parking-review-2023-to-2024/) with a deadline of 29 March 2024. Additional comments could be made using the [online response form](https://www.surreysays.co.uk/environment-and-infrastructure/reigate-and-banstead-parking-review-2023-to-2024/consultation/subpage.2016-07-19.8233023379/). Members considered the information received, noting one of the proposals registered was to introduce parking meters at Station Approach, Horley.  ***RESOLVED: noted.***  **Surrey County Council consultation: Vision Zero Road Safety Strategy 2024-2050 (Closing Date: 24 March 2024)**  It was noted that the consultation focussed on a new road safety strategy from the Surrey Road Safe Partnership (comprising the County Council, Surrey Fire & Rescue Service, National Highways, Surrey Police and the Police & Crime Commissioner). Its sets out how the partnership plans to reduce fatalities and injuries caused by road traffic collisions. The public consultation encourages residents to complete the [online questionnaire](https://visionzerosurrey.commonplace.is/) and the information had also been shared on the [HTC website](https://www.horleysurrey-tc.gov.uk/news/article/1431).  ***RESOLVED: noted.***  **Airport Matters**  **Gatwick Airport Development Consent Order (DCO) Examination**  It was noted that the Town Council’s Final Submission to the Examining Authority (ExA) had been submitted prior to the closing date of 12 March 2024. It had also been shared with the Borough Council and the points made would be covered in the **Local Impact Report**. Cllr George remarked that that the Hearings on Socio-Economics, Surface Transport and Aviation Noise were easily accessible online and he remarked that the input from planners had been very informative. Future sessions would include the topic of Climate Change on 30 April.  ***RESOLVED: That the Town Council’s*** [***additional response to the Gatwick Airport Development Consent Order (DCO) Examination***](https://www.horleysurrey-tc.gov.uk/uploads/documents/HTC%20Ltr_Gatwick%20DCO%20Examination%20PINS_FINAL%20SUBMISSION.pdf), ***be ratified.***  **DfT Consultation: Night Flight Restrictions from October 2025 (Closing Date: 22 May 2024)**  It was noted that the DfT had launched its consultation on the next night flight regime at all major airports. For Gatwick, it coincides with the DCO Application to bring the northern runway into routine use, alongside the existing runway. GAL anticipates that, if approved, could become operational by the end of the decade and would include a commitment that the northern runway would **not** be used routinely with the main runway between 2300 hours and 0600 hours each day. GATCOM will consider its response at its next meeting on 16 May 2024.  ***RESOLVED: noted.***  **GATCOM Updates**  Cllr George advised that the Noise and Track Monitory Advisory Board (NATMAG) would be meeting with the DfT. It was anticipated that NATMAG would be extended for another three years with minor adjustments made. All other GATCOM updates had been circulated, for information.  ***RESOLVED:* *noted.***  **SCC/RBBC ‘Delivering Change’ Regeneration Projects – Horley Town Centre**  The Town Clerk gave the following update from the recent review meeting held with RBBC Project Managers:  **Subway:**  The Borough Council (RBBC) had surveyed the flooding issues to identify sources of waste seeping into the subway, the results of which were unclear and Network Rail reportedly planned to conduct some investigations. RBBC had also made their concerns known about the lack of any measures taken by the rail company to install a temporary pump to remove flood water after heavy downpours as well as a long term mitigation. It remained unclear if any remedial works would be carried out in April 2024. Additionally, other subway improvements may be impacted by work on the slow up line (nearest Horley High Street) and the structure of the subway.  **High Street Public Realm:**  Design and delivery had been transferred to Surrey County Council (SCC) and anticipated start dates had yet to be advised. Once known, there would be a public engagement period beforehand to suitably notify residents and businesses of the works required and to agree arrangements to keep disruption to an absolute minimum.  **Central Car Park:**  Ahead of the public realm works, it was expected that the ‘20 minutes free parking’ initiative would be introduced at the Central Car Park from 1 April 2024. It was hoped this would cover all Horley car parks. Additionally, contractors had been appointed to carry out demarcation of the parking bays and other landscaping works but these could not be programmed until provision of the power supply for the new Electric Vehicle Charging Points (EVCPs). At the Town Council’s request, consideration would be given on how to best accommodate season ticket holders to park elsewhere along with arrangements to assist with overflow parking.  **Wayfinding Signage**  Similarly design and delivery had been transferred to SCC, for which a tender was in progress and appointment of contractor would be made in due course. It was thought that the County Council’s highways contractor may also carry out some works. A more definitive programme and timetable would follow after all necessary permissions were in place.  ***RESOLVED: noted.***  **Horley Sewage Treatment Works (HSTW)**  Members were updated on the recent meeting held with Thames Water (TW), Westvale Park Residents Association (WPRA) along with the Charlwood Parish Council Chair and Horley Town Councillors. Claire Coutinho MP and Bgh Cllr Richard Biggs were also in attendance (prior to the meeting) to meet the attendees and offer support on concerns raised about outflows of raw sewage on public land and to hear more about what the water company previously divulged to mitigate flooding through the comprehensive upgrade project.  Cllr Wotton summarised the meeting content and remarked it had been constructive between all parties. With reference to presentation slides, an overview of current facilities at the site was received, along with current issues and root causes. Some proposed solutions were also put forward, including short-term mitigation with the construction of a tall concrete wall on the northern-side of the site; and a sandbag wall would remain placed in front of the open storm-tanks. TW will need a footpath closure application approved by SCC to close the public footpath to construct the wall and to retain two temporary storm pumps as the original ones were not functioning correctly. A number of other actions were also identified for TW to follow up and advise of the outcomes along with more clarity on their long-term investment plans.  ***RESOLVED:* *noted.***  **Outstanding Infrastructure, Amenities and Public Facilities at Westvale Park Development**  In the absence of Cllr Barlow, the Town Clerk recited an extract on an update from the Westvale Park Residents’ Association (WPRA) Chair, concerning lack of delivery of the whole programme by the Consortium at the development. Their complete dissatisfaction had been made known in a letter to the Borough Council, to which the Managing Director responded. She stated that a Deed of Variation to the S.106 Agreement was under negotiation and once finalised, they would be invited to a round table meeting to discuss the terms of the revised programme by the developer along with timescales. In the meantime, the Stop Order would remain in force, along with the bond to ensure appropriate delivery of all outstanding requirements.  The Town Clerk reminded the Committee that these were the views given from WPRA and not those of the Town Council and that HTC were already receiving updates from RBBC through their joint council meetings.  Cllr Saunders added that commitment made by the principal authorities to deliver a new sustainable development at Westvale Park, had ignited other concerns about the use of S.106 funds in a general sense. Even though a level of new development in recent years was clearly evident, it was felt there was still scope for improvement. As such, he asked Cllr Biggs to assist in furnishing a list of how S.106 monies have been spent recently; on what projects the monies were spent; what projects are planned or in the pipeline; and how much is left. Cllr Biggs advised that, in time, he felt that an informative report of this nature could be provided. It should, however be noted that there may be allocation of funds to cover indirect projects in other areas, for example, improved access routes to East Surrey Hospital via the Three Arch Road and A23 junction. A further update would be provided in due course.  ***RESOLVED:* *noted.***  **Communications Received**   |  |  |  |  | | --- | --- | --- | --- | | **From** | **Subject** | **Date** | **Action** | | Mole Valley DC | Local Plan (Main Modifications) consultation | 1 March 2024 | Noted. |   ***RESOLVED:* *noted.***  **Diary Dates**  19 March: Full Council Meeting, 7.30 pm  9 April: Interim Planning Committee, 7.30 pm  16 April: Horley Town Management Group (HTMG), 6pm (remote)  ***RESOLVED: noted.***  **Press Release**  **RESOLVED*: that comments on the Planning Applications be released to the press and placed on the Town Council website.*** | | | |

**Meeting closed at 20.46pm Date of next meeting: 9 April 2024**