



HORLEY TOWN COUNCIL

Minutes of a Meeting of the Planning and Development Committee held on 13 May 2025 at 7.30pm

The meeting was preceded at 6.30pm with a presentation by Westbournes
on the proposed development of Barnfield Care Home.

Present	Cllrs	Michael Blacker*	Mike George	Tom Turner
		Victoria Chester	Jerry Hudson	Steve Wotton
		Lynnette Easterbrook	Cec Hughes	
		Emma Fagan*	Martin Saunders	

* Absent

**In Attendance Remotely

Also Present

Joan Walsh (Chief Executive Officer)
Sophie Mandak (Administrative Officer)

P 7904 Apologies and Reasons for Absence

RESOLVED: that the apologies received from Cllrs Blacker, Cllr Fagan and the Planning and Support Officer be accepted.

P 7905 Disclosable Pecuniary Interests and Non-Pecuniary Interests

It was declared that as Cllr Hudson is a member of the Reigate and Banstead Borough Council Planning Committee, the views expressed by him at the meeting may change.

Cllr Hughes and Cllr Wotton declared a Non-Pecuniary Interest in **agenda item 10 i) Traffic calming measures on Lee Street and Horley Row, Horley** due to proximity.

RESOLVED: noted.

P 7906 Public Forum

Petition for the implementation of traffic calming measures along a continuous residential road at Lee Street, Horley Row and Mill Lane, Horley

Three residents attended to highlight an ongoing campaign for urgent traffic calming measures along Lee Street, Horley Row and Mill Lane. The first speaker reported that many residents had raised long-standing concerns regarding persistent heavy traffic and excessive vehicle speeds in the area. There was also a significant rise in noise and air pollution, particularly from larger motorised vehicles, with disturbances often occurring during early morning hours. Even though in a residential area, traffic volumes were often comparable to that of an A or B road, with the route used as a shortcut to access the A23 Brighton Road, A217 Reigate Road and Horley Town Centre.

The speaker also highlighted that local development, including The Acres and Westvale Park, had contributed to increased traffic pressures. Notably, Westvale Park has only one entry/exit point, compounding congestion. During a recent full closure of Lee Street for essential roadworks, residents observed a significant drop in traffic-related issues, which immediately returned upon the road reopening. This period served to further demonstrate the extent of the ongoing problem and the need for permanent traffic management solutions.

In addition to the volumes and speeds of traffic, another serious concern was the absence of a pedestrian refuge island along the affected stretch, particularly near the Horley Row junction with Vicarage Lane and Meath Green Lane. This lack of safe crossing infrastructure had led to frequent near-miss incidents involving pedestrians. A Member reported that recently, a relative's vehicle

Members of the Planning and Development Committee:

Cllrs Blacker, Chester, Easterbrook, Fagan, George, Hughes, Hudson, Saunders, Turner, Wotton

P 7906) was written off in a collision near the same junction, which was attributed to the lack of traffic controls in the area. It was further noted that, aside from a pelican crossing by the parade of shops at Horley Row and The Bull Pub with vehicle-activated signage on the approach, the entire stretch lacks any form of physical traffic calming measures, or at busy junctions, to help moderate traffic flows or improve road safety for both drivers and pedestrians.

The second speaker echoed the concerns raised and expressed gratitude to Borough and Town Councillor, Steve Wootton for his consistent support. He was specifically thanked for helping to initiate a petition to Surrey Highways, which had so far gathered over 200 signatures from residents in favour of implementing traffic calming measures and reducing speed limits in the area. Recent research was referenced, indicating that 20mph speed limits are only effective when combined with physical features, particularly where average vehicle speeds exceed 30mph.

In areas such as Horley Row, Lee Street and Mill Lane, where average speeds are already above 24mph, current Surrey County Council policy only permits the introduction of 20mph zones when they are supported by physical traffic-calming infrastructure. Despite a series of traffic surveys and site visits by Speed Awareness Officers and Highways Officers, no firm actions have been taken. It was suggested this may be due to the absence of recorded fatalities, even though a serious past incident on Lee Street resulted in a pedestrian sustaining serious injuries and significant damage to four parked vehicles. The lack of fatalities reportedly has limited intervention, despite the broader move by local authorities, including Surrey County Council, towards adopting a "Safe Systems" approach. This best-practice strategy aims to improve road safety and is complemented by speed awareness efforts led by Surrey Police.

Cllr Wotton confirmed that the petition had received strong support from local residents as well as Horley Members across all three tiers of local government. In response to the community's concerns, a formal letter to Surrey Highways had also been prepared, urging the County Council to consider a comprehensive range of traffic calming interventions, including:

- Installation of speed cameras
- Introduction of road humps and chicanes
- Implementation of additional traffic lights or a mini roundabout at key junctions
- Consideration of resident-only access, either in full or in part

These measures are aimed at reducing traffic speeds, enhancing pedestrian safety and addressing the persistent concerns raised by the local community.

Cllr George thanked the speakers and Cllr Wotton for their comments. Following discussion, it was unanimously agreed that the Town Council would formally support the petition calling for traffic calming measures. Once the petition had been lodged, the accompanying letter to Surrey Highways, requesting urgent action, would be sent in the name of the Town Council. This coordinated approach reflects the shared commitment to addressing the longstanding traffic, safety and environmental concerns raised. A further update would be provided in due course.

RESOLVED:

- i) that Standing Orders be suspended to bring forward agenda item 10 i) Traffic calming measures on Lee Street and Horley Row, Horley at this juncture of the meeting.***
- ii) that following submission of a residents' petition for the implementation of traffic calming measures along a continuous residential road at Lee Street, Horley Row and Mill Lane, that the Town Council issues the accompanying formal letter to Surrey County Council, requesting urgent action to be taken.***

P 7907 Approval of Minutes

Planning and Development Committee held on 8 April 2025.

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

Members of the Planning and Development Committee:

Cllrs Blacker, Chester, Easterbrook, Fagan, George, Hughes, Hudson, Saunders, Turner, Wotton

P 7908 Planning Updates

There were no updates.

RESOLVED: noted.

Outside Bodies and Sub Committees

P 7909 Horley Town Management Group (HTMG)

Cllr Turner advised that members of the Horley Town Management Group (HTMG) had approved funding for the pitch fees and public liability insurance for the Seed and Plant Swap stall at the St George's Day Fair. From their most recent meeting, talks on town centre signage through the Wayfinding project were continuing and the Horley Arts festival proposal would be included on the group's Action Plan.

RESOLVED: noted.

P 7910 Accessibility Horley Committee

Cllr George advised that Chris Coghlan MP was contacted about the lack of action by Surrey Highways on reported accessibility issues, including overgrown hedges which forces individuals using mobility scooters to travel on the road and this poses a serious safety risk.

RESOLVED: noted.

P 7911 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 4 April 2025 to 8 May 2025.

RESOLVED: noted.

P 7912 Registered Planning Applications

Planning Applications received from Reigate & Banstead Borough Council for the period 4 April 2025 to 8 May 2025.

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 7913 Planning Appeals

The CEO gave the following updates:

- Planning Appeal **MO/2023/1419**: Land at Povey Cross Farm, Reigate Road, Hookwood was dismissed.
- Enforcement Notice Appeal **APP/L3625/C/24/3345298**: Land Adjacent to Saxon House, Haroldslea Drive - hearing date is 23 July 2025.

RESOLVED: noted.

P 7914 Ongoing Planning Matters

No matters were raised.

RESOLVED: noted.

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P 7915 Highways and Transport Matters

It was reported that Cllr Saunders and Cllr George recently met with Metrobus representatives to explore introducing reduced student fares for Horley residents travelling by bus to Reigate College, St Bede's Secondary School and other educational institutions. Metrobus expressed a strong interest in supporting the initiative, however the matter is complex and may require new fare structures or ticketing models. Cllr Saunders will progress the issue with Metrobus.

RESOLVED: noted.

Airport Matters

P 7916 Gatwick Airport Development Consent Order (DCO) Examination

It was noted that the Planning Inspectorate had invited comments on the additional information required from Gatwick Airport, including concerns over noise mitigation and surface access improvements together with active travel and public transport. The deadline for receipt of comments is 9 June 2025 and the final decision date has been extended to 27 October 2025.

RESOLVED: noted.

P 7917 GATCOM

Cllr George reported that at the last meeting of GATCOM, he enquired if the Passenger Advisory Group (PAG) get involved in issues affecting local residents, such as parking in residential roads around the airport together with local bus services and cycle routes. Their response was that PAG is a more established body, so matters of this nature would lie with the GATCOM forum to pursue. He added that there were no significant local issues at the present time.

RESOLVED: noted.

P 7918 Other Airport Matters

It was noted that Gatwick Airport has increased its forecourt drop-off charge to £7. Cllr Saunders remarked that this had presented a notable increase in parking on nearby residential roads by non-residents and this contributes to parking pressures in the vicinity, including Horley.

RESOLVED: noted.

P 7918 SCC/RBBC Delivering Change Regeneration Projects – Horley Town Centre

The CEO gave the following updates:

- **St George's Day Fair:** The County Council had a gazebo at the fair and received positive feedback on the wayfinding and public realm improvement plans. It is planned to have another gazebo at the Horley Carnival to promote further public awareness.
- **Horley Local History Society (HLHS):** The society had approached the Town Council with a proposal for six freestanding information boards, in memory of the late Brian Buss, to be installed in and around the town to promote local history and heritage. It was suggested that the project could initially be launched as an online heritage walk with QR codes placed around the town and this will be discussed further at the next meeting of the Horley Town Management Group (HTMG).
- **Wayfinding Signage:** With the foundations in place, the signs were on order for installation in early July.
- **High Street Public Realm:** Once the programme of works is available from the contractors, engagement with local businesses will begin, to discuss details, timeline and address any concerns. TROs are being prepared for one way traffic changes on the High Street and 20mph

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- P 7918)** limits on surrounding roads. It was suggested moving the planters in the High Street to the area outside Costa Coffee to prevent inconsiderate parking at the location on Victoria Road
- **Subway:** Flood mitigation and drainage works have been completed. Refurbishment designs are being amended to accommodate the cable trunking and chamber and will be sent to Network Rail for clearance. It was suggested to extend the artwork to the ceiling and entrance.
 - **Central Car Park:** Works are almost complete. Once the system approval notice has been issued by UKPN, the power to the EV charge points can be connected.
 - **Westvale Park Community Hall:** Expressions of Interest have been invited to present a 5-year Business Plan by the end of May.
 - **Horley Community Centre:** The proposal will be presented at the Executive Meeting in May and once approved, procurement will commence to appoint a design team and contractor.
 - **Public Toilets, Consort Way:** The refurbishment is currently on hold and not included in the May Executive Meeting for discussion.

RESOLVED: noted.

P 7919 Horley Sewage Treatment Works

Cllr Steve Wotton provided an update, advising that the last communication from Thames Water was over a month ago. He will follow up accordingly and press for a response.

RESOLVED: noted.

P 7920 Outstanding Delivery of s106 Public Facilities and Infrastructure at Westvale Park Development

The CEO shared the latest from the Borough Council, advising that the remaining play areas were due to be opened following final inspections; Phases 1 and 5 of the Riverside Green Chain were complete; and following withdrawal of the pub development, it was suggested that parking for this be repurposed to address insufficient parking capacity at the community centre.

RESOLVED: noted.

P 7921 Communications Received

From	Subject	Date	Action
A resident	Hazardous path on A23 London Road from Longbridge Roundabout to Gatwick	29/04/2025	Reported on Fix My Street and West Sussex Highways websites

RESOLVED: noted.

P 7922 Diary Dates

- Friday 16 May 2025, 7.00pm – Annual Town Public Forum (refreshments at 6.30pm)
- Monday 2 June 2025, 5.00pm – SCC/RBBC/HTC Joint Council Meeting (remote)
- Tuesday 3 June 2025, 6.00pm – Environment Working Group (remote)
- Tuesday 10 June 2025, 7.30pm – Interim Planning Meeting

RESOLVED: noted.

P 7923 Press Release

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

Meeting closed at 8.51pm

Date of next meeting: 10 June 2025

Members of the Planning and Development Committee:

Cllrs Blacker, Chester, Easterbrook, Fagan, George, Hughes, Hudson, Saunders, Turner, Wotton

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 4 April 2025 – 8 May 2025
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 25/03/25	Application No: 25/00564/HHOLD
LOCATION:	65 Parkhurst Road, Horley, Surrey RH6 8EU
DESCRIPTION:	Two storey side / rear extension and a single storey rear kitchen extension
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

02. RBBC Letter Dated: 26/03/25	Application No: 25/00157/F
LOCATION:	59 Sangers Drive, Horley, Surrey RH6 8AN
DESCRIPTION:	The addition of two cattery pens to an existing cattery
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

03. RBBC Letter Dated: 27/03/25	Application No: 25/00625/HHOLD
LOCATION:	14 Kingsley Road, Horley, Surrey RH6 8HR
DESCRIPTION:	Proposed garage and utility room to replace existing garage
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

04. RBBC Letter Dated: 27/03/25	Application No: 25/00604/HHOLD
LOCATION:	Ditchling, 111 The Crescent, Horley, Surrey RH6 7NZ
DESCRIPTION:	Erection of a single storey side and rear extension and first floor side extension
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

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05. RBBC Letter Dated: 01/04/25	Application No: 25/00386/F
LOCATION:	Anchor Trust, Barnfield, 24 Upfield, Horley, Surrey RH6 7LA
DESCRIPTION:	Demolition of existing building and erection of a new care home (Class C2)
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections, however we are aware of potential concerns of residents in close proximity, due to the proposed height of the new building and we hope this can be mitigated by redesign.

06. RBBC Letter Dated: 01/04/25	Application No: 25/00593/HHOLD
LOCATION:	2 Lechford Road, Horley, Surrey RH6 7NB
DESCRIPTION:	Demolition of existing single storey garage and lean-to, erection of a two storey 4.125m wide side extension to follow the footprint of the original garage.
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

07. RBBC Letter Dated: 02/04/25	Application No: 25/00591/HHOLD
LOCATION:	25 Kingsley Road, Horley, Surrey RH6 8HP
DESCRIPTION:	Demolition of existing rear bay window and side conservatory structure; conversion of garage to habitable space, construction of enlarged single storey front extension, single storey side extension, single storey rear extension, 2x dormer roof extensions to the rear and extension and alterations to the front facing dormer roof/window.
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

08. RBBC Letter Dated: 02/04/25	Application No: 25/00508/HHOLD
LOCATION:	18 Windmill Close, Horley, Surrey RH6 9AG
DESCRIPTION:	Proposed single storey rear extension
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections but should any flood mitigation measures be required as the property lies within FZ2?

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09. RBBC Letter Dated: 24/03/25	Application No: 25/00557/HHOLD
LOCATION:	16 Regents Mews, Horley, Surrey RH6 7AN
DESCRIPTION:	Loft conversion with small pitched roof dormer
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

10. RBBC Letter Dated: 09/04/25	Application No: 25/00699/HHOLD
LOCATION:	19 Parkhurst Road, Horley, Surrey RH6 8EU
DESCRIPTION:	Demolition of existing conservatory and rear extensions. Proposed new rear extension with asymmetrical pitched roof. Long slope to receive integrated photovoltaic panels. Rooflights to side pitch.
HORLEY TOWN COUNCIL COMMENTS Ratified on 13/05/25	No objections

11. RBBC Letter Dated: 22/04/25	Application No: 25/00290/HHOLD
LOCATION:	11 Brotherton Avenue, Horley, Surrey RH6 8GQ
DESCRIPTION:	Two new A/C units to flat roof. New boxed in ducting to side of rear extension. New inlet and outlet grills to front of garage.
HORLEY TOWN COUNCIL COMMENTS	No objections, provided the applicant meets any requirements of the relevant utility providers.

12. RBBC Letter Dated: 29/04/25	Application No: 25/00725/ADV
LOCATION:	Boots, 8 High Street, Horley, Surrey RH6 7AY
DESCRIPTION:	One off internally illuminated 'Boots' fascia sign
HORLEY TOWN COUNCIL COMMENTS	No objections

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13. RBBC Letter Dated: 6/05/25	Application No: <u>25/00732/HHOLD</u>
LOCATION:	Beechcroft 68 Massetts Road Horley Surrey RH6 7ED
DESCRIPTION:	Single storey rear extension, loft conversion, roof and window alterations.
HORLEY TOWN COUNCIL COMMENTS	No objections, subject to no adverse comments from the conservation officer

14. RBBC Letter Dated: 6/05/25	Application No: <u>25/00804/HHOLD</u>
LOCATION:	34 Parkhurst Road Horley Surrey RH6 8HB
DESCRIPTION:	Front aspect hip to gable roof alteration, small side aspect dormer modification and single storey rear extension
HORLEY TOWN COUNCIL COMMENTS	No objections

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Tree Works (Non-Felling)

A. RBBC Letter Dated: 15/04/25	Application No: 25/00730/TPO
LOCATION:	Horley Cricket, Hockey and Squash Club, Horley Row, Horley, Surrey RH6 8BG
DESCRIPTION:	T1 Ash – Reduce lowest limb overhanging practice nets by 1.5m to give clearance back to suitable growth points. End of limb is now interfering with the nets.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 15/04/25	Application No: 25/00684/TPO
LOCATION:	4 Grays Wood, Langshott, Horley, Surrey RH6 9UT
DESCRIPTION:	T1 – Reduce lowest limb by 3m. Limb is now almost at head height and causing obstruction in garden.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 29/04/25	Application No: 25/00807/TPO
LOCATION:	11 Clifton Close, Horley, Surrey RH6 9SE
DESCRIPTION:	We would like to do a 2m lateral reduction away from the house as it is encroaching on the 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