

HORLEY TOWN COUNCIL

Minutes of a Meeting of the Planning and Development Committee held on 18 November 2025 at 7.30pm



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

* Absent

**In Attendance Remotely

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

P 8013 Apologies and Reasons for Absence

RESOLVED: that the apologies received from Cllr Hudson and Cllr Wotton, be accepted. Cllr Fagan, Cllr Mearing and the Planning and Support Officer attended remotely. Cllr Chester was absent.

P 8014 Disclosable Pecuniary Interests and Non-Pecuniary Interests

It was declared that as Cllr Blacker and Cllr Hudson are members of the Reigate and Banstead Borough Council Planning Committee, the views expressed by them at the meeting may change.

RESOLVED: noted.

P 8015 Approval of Minutes

Planning and Development Committee held on 21 October 2025.

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

P 8016 Planning Updates

There were no updates to report.

RESOLVED: noted.

Outside Bodies and Sub Committees

P 8017 Horley Town Management Group (HTMG)

Cllr George provided an update on the last meeting held on 11 November 2025. Cllr Easterbrook shared details on the planned Horley Community Arts Festival which is scheduled to take place from 17-25 April 2026. St Bart's Church will be used as a venue and local choirs are expected to become involved along with other interested community groups.

RESOLVED: noted.

P 8018 Accessibility Horley Committee

Cllr George provided an update on the meeting which had been held earlier that evening. There have been issues with access on highways and flooding outside Tesco Express, which have been reported to Surrey Highways.

Members of the Planning and Development Committee:

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

P 8018) RESOLVED: noted.

P 8019 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 17 October to 13 November 2025.

RESOLVED: noted.

P 8020 Registered Planning Applications

Planning Applications received from Reigate & Banstead Borough Council for the period 17 October to 13 November 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 8021 Planning Appeals

The CEO reported that Planning Appeals 25/00875/F and 25/00876/ADV - Land Outside 5A High Street, Horley, Surrey RH6 7BE have both have been dismissed.

RESOLVED: noted.

P 8022 Ongoing Planning Matters

There were no matters to report.

RESOLVED: noted.

Highways and Transport Matters

P 8023 Safety concerns at Westvale Park/Meath Green Lane Crossing with Webber Street and Hoadley Road, Horley

Members noted the response received from the SCC Cabinet Member for Highways Transport and Economic Growth, Cllr Matt Furniss to the Town Council's letter, dated 23 June 2025. The County Council's road safety engineering team will be carrying out a safety review.

RESOLVED: noted.

P 8024 Traffic Calming at Lee Street, Horley Row and Mill Lane, Horley

Members noted the reply received from the SCC Cabinet Member for Highways Transport and Economic Growth, Cllr Matt Furniss to the Town Council's letter, dated 28 May 2025. As vehicle speed surveys have shown 85% compliant to the speed limit, no action will be taken at present, however a raised road table may be considered as a traffic calming measure at a later date.

RESOLVED: noted.

P 8025 Flooding Concerns outside Tesco Express, Brighton Road, Horley

Members discussed the Town Council's letter to Surrey Highways, seeking a resolution to the longstanding issue of flooding in the layby outside Tesco Express on the A23 which is impacting mobility users and pedestrians.

P 8025) RESOLVED: that the Town Council's letter to Surrey Highways, requesting a resolution to the longstanding flooding issue outside Tesco Express, Brighton Road, Horley, impacting mobility users and pedestrians at the road crossing, be ratified.

P 8026 School Parking Updates

The CEO summarised an important update received from Cllr Baird in regard to school parking at The Meadway and Langshott Lane, where some drivers had been parking inconsiderately to drop off and collect children, creating blockages for emergency services and residents, as well as being hazardous for pedestrians. It has been requested to add double yellow lines on the Langshott roundabout and to increase parking enforcement patrols. The situation would be kept monitored.

RESOLVED: noted.

P 8027 Cambridge Lodge Park

The CEO reported issues raised by a resident who had attended the last Full Council Meeting. It was advised that there are no right of way markings on the pavement outside the exit at Cambridge Lodge Park, which is dangerous for both cars exiting and pedestrians/cyclists crossing the exit. The matter will be raised again by the Town Council with Surrey Highways.

The resident also asked about the bus service changes by Metrobus which affect the park residents going into the town centre. It was suggested to contact the on-demand service, Surrey Connect, to request a bus which is not on a bus route. The Town Council will also make enquiries with Metrobus regarding the amended bus service and feedback the information received to the resident.

RESOLVED: noted.

P 8028 Brookfield Road Bus Bollards

The CEO reported that a response had been received from Surrey Highways advising that the contractors had found the bollards require further components replacing and the works are scheduled to take place within the next couple of weeks. The situation would be kept monitored and the concerned residents updated.

RESOLVED: noted.

P 8029 Airport Matters

Gatwick Northern Runway Project – Legal challenge launched by campaigners against plans for a new second runway at Gatwick Airport

Cllr George reported that two organisations had filed judicial review claims against the Gatwick Northern Runway Project. The Department for Transport had declined to make further comment due to ongoing legal proceedings.

RESOLVED: noted.

P 8030 GATCOM

A summary of the last GATCOM Meeting, held on 6 November 2025 was received which included the following updates:

- **AP1616 Airspace Change Process Consultation launch**
- **Fair and Equitable Distribution (FED) Overview on Airspace Design Options**
- **Reports from the Noise Management Board, NATMAG and Passenger Advisory Groups**

Members of the Planning and Development Committee:

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

P 8030) RESOLVED: noted.

P 8031 SCC/RBBC Delivering Change Regeneration Projects – Horley Town Centre

The Planning Support Officer gave the following updates from the recent meeting with RBBC Officers and also attended by Cllr George:

- **Wayfinding Signage** – The majority of the signs are in place with the remaining three to be installed by the end of the year. There has been an issue with rusting of the floor plates. The manufacturer has accepted responsibility and these will be replaced at no extra cost.
- **High Street** – Under road survey work is to take place during the last week of November with the High Street being closed overnight during that period. Works are anticipated to start early 2026. The local schools will be informed of the road closures during the works.
- **Subway** – RBBC is awaiting technical clearance from Network Rail to proceed with details transfer of the land. Network Rail are supportive of the revised proposed for the refurbishment.
- **Central Car Park** – works are now complete.

RESOLVED: noted.

P 8032 Communications Received

From	Subject	Date	Action
SCC / Reigate Ramblers	Footpath 409 cleared by volunteer working group	23 October 2025	Note of thanks sent by HTC.
Tandridge DC	New Tandridge District Plan published	31 October 2025	Noted.
A resident	Change in bus route and poor street lighting on Ladbrook Road at night	4 November 2025	HTC contacted Surrey Street Lighting
A resident	Public toilet block in Consort Way	12 November 2025	Forwarded to RBBC
A resident	Planning application for a Major Waste Transfer Station at Salford's depot	16 November 2025	Forwarded to S&SPC

RESOLVED: noted.

P 8033 Diary Dates

- Thursday 20 November 2025, 6.00pm RBBC/HTC Liaison Meeting (remote)
- Thursday 27 November 2025, 5.00pm LGR and Devolution Working Group Meeting (remote)
- Monday 1 December 2025, 5.00pm SCC/RBBC/HTC Joint Council Meeting (remote)
- Tuesday 2 December 2025, 6.00pm Environment Working Group Meeting (remote)
- Tuesday 9 December 2025, 7.30 pm Full Council (Precept), Horley Baptist Church
- Saturday 13 December 2025 Christmas Fair and Councillor Hospitality
- Tuesday 16 December 2025, 7.30pm Interim Planning Meeting

RESOLVED: noted.

P 8034 Press Release

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

Meeting closed at 8.18pm

Date of next meeting: 16 December 2025

Please Note: Until further notice, meetings of Horley Town Council will be held at Horley Baptist Church (Ramsey Room, Ground Floor), 289 Court Lodge Road, Horley RH6 8RG until completion of the building works at the Town Council offices which are now underway. Further information is available on our [website](#).

Members of the Planning and Development Committee:

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

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 16 October 2025 – 13 November 2025
To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 17/10/25	<u>25/01729/F</u>
LOCATION:	37 Meath Green Avenue, Horley, Surrey RH6 8EF
DESCRIPTION:	The proposed development is for a shingle driveway and a dropped kerb/crossover.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections. However, Horley Town Council comment that permeable materials should be used for the driveway, and a condition should be applied requiring the applicant to ensure the crossover and highway are kept free of shingle at all times.

02. RBBC Letter Dated: 17/10/25	<u>25/01855/HHOLD</u>
LOCATION:	45 Longbridge Road Horley Surrey RH6 7LS
DESCRIPTION:	Demolish existing detached single storey garage. Construct new single storey front/side/rear extension with part pitched and part flat roof.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections

03. RBBC Letter Dated: 30/10/25	<u>25/01934/HHOLD</u>
LOCATION:	33 Cloverfields Langshott Horley Surrey RH6 9EY
DESCRIPTION:	Proposed garage conversion to habitable space and single storey side extension.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections

04. RBBC Letter Dated: 03/11/25	<u>25/01927/HHOLD</u>
LOCATION:	9 Newlands Close Horley Surrey RH6 8JR
DESCRIPTION:	A single-storey front extension to the ground floor, with alterations to the existing rear extension including new windows and replacement of the roof. The proposal includes two new windows to the south elevation and one new window to the north elevation.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 16 October 2025 – 13 November 2025
To see plans please CTRL+click on the application number to follow the link

05. RBBC Letter Dated: 04/11/25	<u>25/01869/HHOLD</u>
LOCATION:	247 Balcombe Road Horley Surrey RH6 9EF
DESCRIPTION:	Garage conversion and extension
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections

06. RBBC Letter Dated: 05/11/25	<u>25/01939/HHOLD</u>
LOCATION:	31 Sarel Way Horley Surrey RH6 8EY
DESCRIPTION:	Conversion of garage to annexe for elderly parent.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	HTC objects due to concerns over loss of onstreet parking.

07. RBBC Letter Dated: 10/11/25	<u>25/01837/HHOLD</u>
LOCATION:	Nutley 23 Victoria Road Horley Surrey RH6 9BN
DESCRIPTION:	New garden room to rear garden.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections

08. RBBC Letter Dated: 11/11/25	<u>25/01981/HHOLD</u>
LOCATION:	Thurgarton Cottage Meath Green Lane Horley Surrey RH6 8HZ
DESCRIPTION:	Single storey extension and internal alterations.
HORLEY TOWN COUNCIL COMMENTS Ratified 18/11/25	No objections, subject to no adverse comments from the Conservation Officer.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 16 October 2025 – 13 November 2025
To see plans please CTRL+click on the application number to follow the link

Tree Works (Non-Felling)

A. RBBC Letter Dated: 21/10/25	<u>25/01818/TPO</u>
LOCATION:	1 Staffords Place Horley Surrey RH6 9GX
DESCRIPTION:	T1 Field Maple- cut overhanging branches encroaching over lamp post (minimum 1m). T2 Field Maple crown lift to 2.5 meters over car park. T5 Field Maple Crown lift to 2.5 meters to prevent encroachment. T6 Field Maple crown lift to 2.5 meters over hard standing. T8 Ash tree Cut branches overhanging lamppost by one meter. T9 Field Maple to cut back overhanging branches encroaching over building .To remove 2 meters to suitable pruning points. G11 Clear Lamppost by 1 meter. T10 Poplar crown lift poplar tree from no59 by reducing to primary fork. To allow a 3m clearance. T12 clear building by 1 meter By removing 1 meter of growth. T14 Ash Remove crossing/deflective branches. Remove deadwood. Reduce to previous points or further where branches are structurally or physiologically unsound. T15 Ash Remove crossing/deflective branches. Remove deadwood. Reduce to previous points or further where branches are structurally or physiologically unsound. T18 Lawson Cypress Clear building by 1 meter of growth back to suitable pruning points. T17 Ash remove crossing/deflective branches. Remove deadwood. Reduce to previous points or further where branches are structurally or physiologically unsound. T16 Ash Remove crossing/deflective branches. Remove deadwood. Reduce to previous points or further where branches are structurally or physiologically unsound.T19 Clear lamppost by 1 meter trimming 1 meter of growth back to suitable pruning points.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 24/10/25	<u>25/01923/TPO</u>
LOCATION:	20 Landen Park Horley Surrey RH6 8DZ
DESCRIPTION:	Ash tree in rear garden. Proposal is to raise the canopy removing the lowest branches leaving a finished height similar to that of roof height. Proposal also includes removal of deadwood and crossing branches throughout.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 16 October 2025 – 13 November 2025
To see plans please CTRL+click on the application number to follow the link

C. RBBC Letter Dated: 31/10/25	<u>25/01963/TPO</u>
LOCATION:	9 Dene Close Horley Surrey RH6 8AG
DESCRIPTION:	T1 Oak - Reduce crown back to previous points (no more than 1.5m) maintaining natural shape and back to suitable growth points. Tree was reduced five years ago and has now put on considerable regrowth causing excessive shading.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

D. RBBC Letter Dated: 03/11/25	<u>25/01995/TPO</u>
LOCATION:	1 Field Close Horley Surrey RH6 9QG
DESCRIPTION:	Oak tree at the rear of 1 Field Close RH6 9QG - reduction by 30% all round by maximum 3m.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

E. RBBC Letter Dated: 10/11/25	<u>25/02010/TPO</u>
LOCATION:	Linlea Castle Drive Horley Surrey RH6 9DE
DESCRIPTION:	T1= Chestnut reduce overall: Reduce by 3m in height & 2m in width from approximately 12m height to 9m height & width from approximately 9.1m width to 7.1m width.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

List of Planning Applications
Registered by Reigate & Banstead Borough Council
During the period 16 October 2025 – 13 November 2025
To see plans please CTRL+click on the application number to follow the link

The following applications are for information only

HORLEY TOWN COUNCIL

Joan Walsh
Chief Executive Officer
Council Offices, 92 Albert Road
Horley, Surrey RH6 7HZ
Tel: 01293 784765
info@horleysurrey-tc.gov.uk
www.horleysurrey-tc.gov.uk



13 November 2025

Surrey Highways
Woodhatch Place
11 Cockshot Hill
Reigate
Surrey
RH2 8EF
By Email: contact.centre@surreycc.gov.uk

Dear Sir/Madam

Flooding outside Tesco Express, Brighton, Horley

We are writing to request that remedial works be considered to address the problem of flooding after bouts of heavy rainfall outside Tesco Express store, Brighton Road, Horley RH6 8HL, making the area, including the lay-by, impassable for pedestrians and mobility users. This crossing is well used particularly by children/parents attending three of our local schools.

We would also like to draw attention to the need for improved pedestrian accessibility at the crossing on the service road in front of the parade of shops. We have enclosed two Google Maps images to illustrate both areas in question, as evidence of the concerns raised which have been persistent problems for many years. Additionally, the dropped kerbs allowing access from the crossing to the shops are unclear in that there are no markings along with frequent obstructions of this area by parked vehicles, making crossing safely difficult for residents with pushchairs, and impassable for those with mobility issues and wheelchair users. This could be addressed with the provision of dropped kerbs at each end of this section of pavement.

These issues have already been taken up with both the Accessibility Horley Group and with the Member of Parliament for Dorking and Horley, Chris Coghlan MP, on behalf of many concerned residents. We request that our concerns are considered and taken forward on behalf of all parties copied into our letter, as a potential joint project, in order to seek a long-term resolution.

We kindly ask that these matters are reviewed as a priority and that appropriate measures are implemented to resolve both the flooding and accessibility concerns.

We look forward to receiving your response at your earlier opportunity.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Walsh', is written over a faint, light-colored signature line.

Joan Walsh
Chief Executive Officer
Horley Town Council

Copied To:

Chris Coghlan MP

Cllr Andy Lynch – Surrey County Council
Cllr Richard Biggs – Reigate and Banstead Borough Council Leader
Cllr Mike George – Horley Town Council (Planning Committee Chair)
Fiona Stimpson – Accessibility Horley Group Chair



Google Maps



Google Maps