

**HORLEY TOWN COUNCIL**  
**Planning & Development Committee**

Minutes of a Meeting of the above-named Committee held at the  
Town Council Offices, Albert Road, Horley  
on 6 December 2011, at 7.30 pm

**Present**                      Cllrs    Mike George (Chairman)

Celia Austin  
Jack Chapman  
K Hagerty  
Simon Marshall  
Richard Olliver  
Tony Schofield  
Jan Spratt  
Fiona Stimpson

**In Attendance**                      Alan Jones (Town Clerk)  
Joan Walsh (Administrative Assistant)  
Graham Knight (Borough Councillor)

**P 3446    Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllr Miller be accepted, for reasons as specified in the Attendance Register.***

***RESOLVED: noted.***

**P 3447    Declarations of Interest**

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

**Public Forum**

**P 3448    Planning Application P/11/01877/F – Grasmere, 29 Smallfield Road**

Borough Councillor, Graham Knight, represented the views of many residents in the Horley East Ward, and stated that the above revised Planning Application for four apartments had adequate grounds for review because it was significantly larger than the original footprint. He expressed concerns on the grounds of overdevelopment; out-of-character; and inadequate on site parking. He further explained that Langshott Lane was a busy access route to two nearby schools, as well as part of a designated cycle way, and this usually meant that vehicles had to park on grass verges due to the narrowness of the lane. It was therefore felt that the current proposal of four extra driveways and a garage would inevitably increase traffic congestion, especially around the intersection, and could even put people in danger. The Clerk added that a further letter had been received from local residents, reiterating similar concerns and also that the design of the building with numerous windows so close to the boundary would compromise the privacy of neighbouring properties. The Committee Chairman thanked Cllr Knight for his comments, and advised that these

**P 3448)** would be taken into account when making a formal response by the Town Council.

**RESOLVED: noted.**

**P 3449 Approval of Minutes  
Planning & Development Committee – 8 November 2011**

The minutes of the above meeting of the Planning & Development Committee were presented for confirmation by Committee members and signature by the Committee Chairman.

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

**Matters Arising  
Planning & Development Committee – 8 November 2011**

**P 3450 Cycle shed at Horley Station**

The Clerk informed the Committee that there had been no further developments by Network Rail to their proposal to close the cycle shed at Horley Station. It was suggested that the matter should now be raised with the Reigate, Redhill & District Users Association (RDDA) and the Clerk stated that he would contact the organisation for assistance.

**RESOLVED: that the Clerk contacts the RDDA on the proposed closure of the cycle shed at Horley Station.**

**P 3451 Training Requirements**

The Clerk advised that the Head of Building & Development at Reigate & Banstead Borough Council, Mark Harbottle, would provide a series of updates on various planning and development topics, and he would welcome prior input on any local issues or concerns to help formulate the contents. Typical areas of interest initially were Planning Development; Planning Enforcement; and Tree Matters. It was also suggested that Surrey County Council be contacted in due course with a view to arranging similar briefings on Highways Matters etc. The training would hopefully start to roll out in the New Year, and each session would commence at approximately 6.45 pm, before the main meeting at 7.30 pm.

**RESOLVED: that the Clerk liaises with Mark Harbottle to devise a schedule of training sessions on Planning & Development topics.**

**Sub-Committees and Outside Bodies**

**P 3452 Campaign to Protect Rural England (CPRE)**

No matters were raised.

**RESOLVED: noted.**

**P 3453 Deferred Planning Applications**

No Planning Applications from previous meetings were deferred.

**RESOLVED: noted.**

**P 3454 Determined Planning Applications**

Members reviewed the list of Applications determined for the period 2 November – 29 November 2011.

**RESOLVED: noted.**

**P 3455 Planning Applications received from Reigate & Banstead Borough Council for the week ending 8 November 2011.**

**RESOLVED: that the Town Council's comments, as appended to these minutes, be noted.**

**P 3456 Planning Applications received from Reigate & Banstead Borough Council for the week ending 15 November 2011.**

**RESOLVED: that the Town Council's comments, as appended to these minutes, be noted.**

**P 3457 Planning Applications received from Reigate & Banstead Borough Council for the week ending 22 November 2011.**

**RESOLVED: that the Town Council's comments, as appended to these minutes, be noted.**

**P 3458 Planning Applications received from Reigate & Banstead Borough Council for the week ending 29 November 2011.**

**RESOLVED: that the Town Council's comments, as appended to these minutes, be noted.**

**Planning Appeals**

**P 3459 Planning Appeals Received**

The list of planning appeals received from Reigate & Banstead Borough Council was reviewed.

**RESOLVED: noted.**

**P 3460 Planning Appeals Determined**

The list of planning appeals determined by Reigate & Banstead Borough Council was reviewed.

**RESOLVED: noted.**

**P 3461 Ongoing Planning Matters**

No matters were raised.

**RESOLVED: noted.**  
**North East Sector**

**P 3462 Access to the Riverside Green Chain**

The Clerk advised members that the Regeneration Manager, Peter Boarder, had been in contact with Barratt Homes Ltd following a site visit at Riverside Park. He and his team had identified a vital requirement would be to provide adequate vehicular access to the Riverside Green Chain that lies west of Orchard Drive and south of Little Meadow. He requested the Developer to consider an appropriate means of access that should be large enough to accommodate bigger agricultural vehicles, and to liaise with the Parks & Countryside Manger to approve the specification.

**RESOLVED: noted.**

**P 3463 North West Sector**

No matters were raised.

**RESOLVED: noted.**

**Town Centre Regeneration**

**P 3464 Road Safety Audit at Junction of Victoria Road and Consort Way East**

Cllr Olliver reported that following concerns raised about the new pedestrian crossings at the junction of Victoria Road and Consort Way East, the Regeneration Manager, Peter Boarder, had arranged for a Road Safety Audit to be carried out by Surrey County Council's Safety Engineering Team. The initial concerns were that the pedestrian crossings were confusing in regards to when and where to cross, and that they might be better marked by way of metal studs rather than painted. However, the subsequent findings by safety experts were that the concerns raised were not deemed to be dangerous in any way, and no other safety problems at that particular location had been identified.

**RESOLVED: noted.**

**P 3465 Newman House**

The Clerk stated that a recommendation to demolish Newman House, situated on Victoria Road, would be considered at the Borough's Executive Committee meeting on 8 December. The Regeneration Manager, Peter Boarder had advised that the principal reasons were to provide a clear, safe and secure site that would enable future site disposal, help to facilitate town centre regeneration, and reduce the financial liability of the Borough Council. The Executive Report was available to view online at: <http://www4.reigate-banstead.gov.uk/aksreigate/images/att5620.pdf> and

P 3465) a decision would be announced in due course.

**RESOLVED: noted.**

#### **Airport Matters**

**P 3466 Consultation: GAL – Gatwick Airport Draft Master Plan  
(Closing Date: 13 January 2012)**

The Committee Chairman informed members that the GAL Workshop, held at the Albert Rooms on 29 November, was very well attended by key stakeholders as well as local residents. A range of public exhibitions and overview of the plans by GAL on Gatwick's Draft Master Plan for the future of the airport were provided, and there was also an opportunity for open discussion as part of the consultation exercise. Cllr George added that he would formulate responses to the Draft Master Plan, and email these to members for consideration before the next Committee meeting. Members could access the consultation at: [www.gatwickairport.com/masterplan](http://www.gatwickairport.com/masterplan) and a paper copy of the documentation would also be made available on request. The Clerk added that comments by the Town Council could also be later incorporated into the final submission by GATCOM.

**RESOLVED: that the Committee Chairman prepares draft responses to the Gatwick Airport Draft Master Plan, for approval at the next meeting of this Committee.**

#### **Railway Matters**

**P 3467 Horley Subway**

The Clerk advised that he would contact the Regeneration Manager, Peter Boarder, for an update on Phase 2 of the outstanding maintenance works in the Subway by Network Rail. The persistent problem of graffiti would also be raised again together with supporting photographs taken recently by the Town Centre Caretaker.

**RESOLVED: that the Clerk contacts Peter Boarder for an update on the incomplete maintenance works by Network Rail as well as the persistent problem of graffiti.**

**RESOLVED: noted.**

#### **Highway Matters**

**P 3468 Road resurfacing at Benhams Drive**

It was reported that in addition to a number of roads in Horley that had been identified for urgent resurfacing, many residents of Benhams Drive had also logged reports of extensive pot holes to Surrey County Council. The Clerk stated that he would refer the matter to County Councillor, Kay Hammond, for attention after one householder had been assured that Benhams Drive had been added to the waiting list for road resurfacing.

**P 3468) *RESOLVED: that the Clerk contacts County Cllr, Kay Hammond, regarding the incomplete road resurfacing in Horley, including Benhams Drive.***

**P 3469 Winter Safety Equipment**

The Clerk reported that a manual broadcast gritter that spreads dry or wet grit/salt mixture was being stored at the Town Council for use during inclement weather in the winter months, and the Town Centre Caretaker had been shown how to use the appliance when required.

***RESOLVED: noted.***

**P 3470 Consultation: Reigate & Banstead Borough Council – Infrastructure Delivery Plan (IDP)**

The Committee Chairman informed members that he had reviewed the above Consultation, comprising a supporting document for the Core Strategy. The Town Council had been invited to submit ideas for further infrastructure that may be required in Horley, to Julia Dawe of the Local Development Framework team. Although funding had not yet been determined, suggestions could still be submitted any time right up until the submission of the Core Strategy in April 2012 as the Infrastructure Delivery Plan (IDP) was constantly being updated in the meantime. Cllr George added he would formulate comments by the Town Council accordingly, for discussion at the next meeting.

***RESOLVED: that the Committee Chairman prepares comments on the Infrastructure Delivery Plan, for discussion at the next meeting of this Committee.***

**P 3471 Letters Received**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
Mr J Moore	Road Works in Horley	30.11.11	The Clerk to acknowledge receipt of resident's letter.

***RESOLVED: noted***

**P 3472 Diary Dates**

17 December 2011: Town Centre Carol Service & Hospitality  
10 March 2012: Mayor's Charitable Curry Evening, Cambridge Hotel

***RESOLVED: noted.***

**P 3473 Urgent Business**

No matters were raised.

***RESOLVED: noted.***

**P 3474 Press Release**

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

***The Committee Chairman concluded the meeting by wishing everyone present a very Happy Christmas and a Happy New Year.***

***Meeting closed at 9:10 pm. Date of next meeting – 3 January 2012***