## HORLEY TOWN COUNCIL

### Minutes of a Meeting of the Planning and Development Committee held on 1 August 2023, at 7.30pm

Present * Absent	Cllrs	Hannah Avery* Keith Barlow Michael Blacker Victoria Chester	Lynnette Easterbrook Mike George Jerry Hudson* Cec Hughes*	Martin Saunders Tom Turner Steve Wotton
**In Attendance Re	emotely			
Also Present		Joan Walsh (Town Cl Judy Morgan (Financ	•	
P 7520	Apologies and Reasons for Absence			
	Apologies were received from Cllr Avery, Cllr Hughes and Cllr Hudson.			
	RESOLVED: Noted.			
P 7521	Disclosable Pecuniary Interests and Non-Pecuniary Interests			
	Cllr Mike George: 23/01315/HHOLD 1 Ewelands, Langshott, Horley, Surrey, RH6 9XD, as the applicant is known to him.			
	RESOL	VED: Noted.		

#### P 7522 **Public Forum**

Residents of the Cambridge Lodge Park on Bonehurst Road came to make representations about the difficulty they have in exiting the park. They explained that as they come out of the hotel exit (the only exit from the park) they have obscured sight lines because of the hotel signage on one side and the uncut vegetation on the other side. The result is that they have to come out across the cycle lane in order to be able to see and this is causing an issue for cyclists who have no expectation that a vehicle will come out into their path as there is nothing to indicate that this might happen. This has led to some heated discussions and to residents sometimes feeling intimidated. The lack of sight lines has led to a stressful situation on both sides, and they understand that cyclists have the right of way, but they need to pull out of the exit far enough to be able to see the traffic.

Members were sympathetic and the Chairman suggested that the residents should speak to the hotel about cutting the hedge and moving the sign. The Council undertook to contact SCC Highways about altering the road markings to make the possibility of vehicles pulling out across the cycle lane known and also about sight lines.

The Chairman thanked the residents for their attendance.

#### **RESOLVED:** Noted.

#### Approval of Minutes

P 7523

Planning & Development Committee held on 27 June 2023.

## RESOLVED: That the minutes of the above meeting of the Planning & Development Committee be approved.

#### **Outside Bodies and Sub-Committees**

#### P 7524 i) Horley Town Management Group

Cllr Tom Turner updated the Committee to advise that HTMG have an Action Plan and TOR agreed. He also advised that the elected Chairman, Mike Humphrey, was looking at membership growth and the potential for the SCC "Horley Crew" group merging with HTMG but HTMG not looking to be swamped by Officers. The next HTMG meeting is scheduled for 19th September 2023.

#### **RESOLVED:** Noted.

#### P 7525 ii) Horley Access Group

An update was provided by the Chairman of the Access Group which is attached <u>here</u> for reference.

#### RESOLVED: Noted.

#### P 7526 i) GATCOM: Newsletters & Updates – To note information received.

Cllr George provided an update on the Gatwick DCO, advising Members that HTC will need to look at the impact for Horley, work in partnership with RBBC, seeking the best deal for the community. He advised that it is not a local decision, but one taken by the Secretary of State. HTC is treated as a member of the public, but we continue to have a good working relationship with RBBC and we need to work together to achieve the best outcomes for Horley.

#### RESOLVED: Noted.

#### P 7527 Determined Planning Applications

Members reviewed the list of Planning Applications determined for the period 23rd June 2023 to 27th July 2023.

#### RESOLVED: Noted.

#### P 7528 Registered Planning Applications

Planning Applications received from Reigate & Banstead Borough Council for the period 23rd June 2023 to 27th July 2023.

**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.

Clirs Avery, Barlow, Blacker, Chester, Easterbrook, George, Hughes, Hudson, Saunders, Turner, Wotton.

#### P 7529 Planning Appeals, during the period 23 June to 27 July 2023.

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

#### RESOLVED: Noted.

#### P 7530 Ongoing Planning Matters

i) The Planning Chairman mentioned the upcoming consultation on Conservation Area changes.

#### RESOLVED: Noted.

#### P 7531 Transport & Highways Matters

#### i) SCC Highways Focus Group

The Town Clerk advised that HTC have been approached to join the SCC Highways Focus Group. This is an officer only group. HTC Planning Officer has agreed to attend if it falls on her working day and fits with other work commitments. SSPC have also agreed to attend so when HTC can't then we will liaise with SSPC to ensure Horley is appropriately represented.

The group is being facilitated by Sarah Woodworth and Michelle Collins (as the Stakeholder Manager (job-share) within the Highways and Transport directorate at Surrey County Council). SCC are starting to look at the information relating to highways services that is important for Parish and Town Councils and how this is communicated by SCC.

One focus group meeting has taken place already and we understand that it was very much held on a wanting to work together and looking at the overarching ways that we can communicate and listen to each other, rather than on individual local issues. We understand that the first group concluded that there was an expectation that it needed to consider what is possible and practical, but that there are some possible quick wins.

The next focus group is scheduled for 6<sup>th</sup> September (which HTC can't attend but SSPC is). The outcomes from the focus group will inform SCC who are planning on attending the SALC AGM in the autumn with some thoughts and proposals.

The Chairman commented that the reasons understood but if we can engage, we should (particularly if it becomes a virtual meeting).

#### P 7532 ii) To receive an update on any other matters

The Town Clerk mentioned TTO Meath Green 15/8/23 onwards for info and that all Highways bulletins are circulated.

#### RESOLVED: Noted.

#### P 7533 Airport Matters

i) To note the submission of the DCO to the Secretary of State

Members are advised that Gatwick Airport have submitted their Development Consent Order application to the Planning Inspectorate (PINS). The Town Clerk read out the statement from PINS as follows:

"An application for the above project was received by the Planning Inspectorate from Gatwick Airport Limited on 6 July 2023. The application documents for this application will be made available in the 'Documents' section of this project page if the application is accepted.

From the day after receipt of the application, the Planning Inspectorate has 28 days to review the application and decide whether or not to accept it. The acceptance decision on this application should therefore be made by 3 August 2023.

If the application is accepted, we will:

- On the day of the decision publish the application documents, the acceptance decision and the Adequacy of Consultation Representations received from the relevant local authorities.
- As soon as practicable after the acceptance decision, publish the date from which you will be able to register to put your case on the application (by making a Relevant Representation) and become an Interested Party.
- As soon as practicable after the acceptance decision, publish the date on which the registration period will close.
- From the opening day of the registration period (as determined by the Applicant's notification and publication) make the Relevant Representation form available on this website.

If the application is not accepted, we will:

- Publish the decision letter and reasons why it hasn't been accepted.
- Remove all of the application documentation from this project page".

# ACTION: Officers to check the website on 3<sup>rd</sup> August and notify Members of the outcome.

#### ii) To Ratify this Council's response to the request for information from RBBC regarding their response to the SoS Adequacy of Consultation

As part of the Planning Inspectorates determination of whether to accept the DCO they have consulted the "HOST" Authorities on Gatwick's "Adequacy of Consultation". Due to the close working relationship we have with the Borough, we have been able to put our concerns to Reigate and Banstead Borough Council which we understand they will consider including in their formal response back to PINS.

The response drafted by the Planning Chairman was circulated with the Agenda documents and the Committee were asked to ratify this <u>response</u>.

#### RESOLVED: HTC's response to the Adequacy of Consultation Request is Ratified

#### iii) To receive an update on any other matters

It was noted that the GATCOM newsletters have been circulated to all Members.

#### RESOLVED: Noted.

#### P 7535 "Delivering Change" Horley Regeneration Projects

#### Subway Drainage

The Town Clerk advised Members that the Boroughs joint escalation letter was sent to Network Rail and advised that the response has been circulated to all Members.

#### Subway Artwork

The Borough have undertaken a consultation exercise with young people through the YMCA. This was well attended with 20 young people and provided some useful outcomes. The Council is keen to look at other locations for artwork in the Town and this consultation suggested the side of the YMCA building and the station arches.

#### Public Realm

The Road Safety Audit has now been carried out and the architects are working the designs up to RIBA stage 3 (approx. 2-3 weeks) when the project will then officially be passed over to Surrey CC for delivery. SCC are discussing the scheme with contractors and timeline for delivery will follow but we understand that the intention will be to always ensure that the Town Centre has pedestrian accessibility whilst the works are being carried out.

#### Central Car Park

SWARCO are the appointed contractors to deliver the charge points which the Borough think will be installed quite soon. A tender pack for the wider works has gone out to contractors. We understand that the options for free parking in central car park are being considered by ClIr Avery (as portfolio holder) and Morag Williams (Parking Team).

#### Town Centre Wayfinding

This project is now with SCC who are working up the evidence base for the points of 'interest' and how to display that information. SCC have an inhouse officer who is working on wayfinding design and we have asked that he feedback and present his findings to HTMG (as the group that initiated the project).

Members expressed concern about the loss of parking spaces in the High Street and suggested that there should be some 1-hour free parking bays allocated in the Central Car park to replace the lost spaces on the High Streed as well as some provision for parent.

#### **RESOLVED: Update Noted.**

#### P 7356 The Acres Road & Sewage Adoption

Cllr Martin Saunders provided an update to Members advising the good news that the developer has appointed a contractor to complete the snagging and improve

the standard of the roads to a level that is acceptable to SCC who will then implement a phased adoption of the roads in the Acres.

The Chairman added that it was important to ensure that there was a gritting plan in place for any bus routes.

#### RESOLVED: Noted.

#### P 7357 Horley Sewage Works

Cllr Keith Barlow reported on what he has done so far to seek information about leaks from the facility that affect Horley water courses, to understand the capacity of the works, and whether they have plans to make investments to increase the capacity of the facility. The Chairman said that he understood the RBBC had ongoing concerns about the Horley Sewage Works and were in continued discussions with Thames Water.

Members agreed that it would be good to build a picture of the current situation to assist in formulating questions. It was agreed that the Council should write to Thames Water to ask about their investment plan with particular reference to the Horley Treatment Works. They should be given a chance to respond and the issue should be pursued on future Agenda's.

#### **RESOLVED:** Noted.

#### P 7538 Communications Received

From	Subject	Date	Action
Local Resident Email	Bus gates on Meath Green Lane not working and buses not adhering to the 20 mph speed limit	31.07.23	escalate to RBBC (done) wait for the bus briefing on 26/9

#### P 7539 Diary Dates

10<sup>th</sup> August– **Town Plan Working Group @ 6 pm** 29<sup>th</sup> August- **Planning @ 7.30pm** 26<sup>th</sup> September- **Bus Briefing @ 6 pm** 

#### **RESOLVED:** Noted

P 7540 Items for Future Consideration

None

#### P 7541 Press Release

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

Meeting closed at 21.17pm

Date of next meeting: 29 August 2023

### **Registered by Reigate & Banstead Borough Council**

## During the period 23 June 2023 – 27 July 2023

01. RBBC Letter Dated: 27.06.23	Application No: 23/00710/HHOLD
LOCATION:	7 Haroldslea Drive Horley Surrey RH6 9DT
DESCRIPTION:	Erection of a two storey side extension, a two storey rear extension, loft conversion, rear dormer and front roof lights. A new storm porch to be constructed to the front elevation and the existing parking area to be extended.
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections subject to any comments from the tree officer in respect of the trees fronting Haroldslea Drive.

02. RBBC Letter Dated: 28.06.23	Application No: <u>23/01199/F</u>
LOCATION:	45 And 46 Fairlawns Horley Surrey RH6 9HD
DESCRIPTION:	Proposed cross-over and hardstanding for 45 and 46 Fairlawns Horley RH6 9HD
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections

03. RBBC Letter Dated: 29.06.23	Application No: <u>23/00171/F</u>
LOCATION:	The Turret 48 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	Rear extension at ground, first and loft levels to increase bedroom accommodation, internal alterations to improve common areas, minor changes to fenestration, provision of additional car parking, change of doors to existing free-standing garage. As amended 05/05/2023 and on <b>28/06/2023 (reduction</b> <b>in size of extensions, retention of Douglas fir)</b>
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections subject to the tree officers requirements being met.

04. RBBC Letter Dated: 30.06.23	Application No: 23/01257/HHOLD
LOCATION:	2 Hamilton Close Horley Surrey RH6 7HW
DESCRIPTION:	Two storey side extension and associated roof works, ground floor rear extension
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections

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## During the period 23 June 2023 – 27 July 2023

05. RBBC Letter Dated: 05.07.23	Application No: 23/01315/HHOLD
LOCATION:	1 Ewelands Langshott Horley Surrey RH6 9XD
DESCRIPTION:	Erection of a single storey rear extension in replacement of an existing conservatory
HORLEY TOWN COUNCIL COMMENTS	Non pecuniary interest as the applicant is known to me.
(Ratified at meeting, 01/08/23)	No objections

06. RBBC Letter Dated: 06.07.23	Application No: 23/01335/HHOLD
LOCATION:	82 Hevers Avenue Horley Surrey RH6 8DA
DESCRIPTION:	Single storey rear/side extension for a new open plan kitchen/dining area.
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections

07. RBBC Letter Dated: 13.07.23	Application No: 23/00946/HHOLD
LOCATION:	4 Heronswood Court Langshott Horley Surrey RH6 9PW
DESCRIPTION:	Proposed single story rear extension to provide new dining room and additional bedroom with en-suite shower and toilet
HORLEY TOWN COUNCIL COMMENTS (Ratified at meeting, 01/08/23)	No objections

08. RBBC Letter Dated: 14.07.23	Application No: <u>23/01363/F</u>
LOCATION:	Sentinel House 10 - 12 Massetts Road Horley Surrey RH6 7DE
DESCRIPTION:	Proposed dropped kerb to provide access to existing parking spaces
HORLEY TOWN COUNCIL COMMENTS	No objections

09. RBBC Letter Dated: 17.07.23	Application No: <u>23/01142/CU</u>
LOCATION:	The Gatwick Cambridge Hotel 19 Bonehurst Road Horley Surrey RH6 8PP

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## During the period 23 June 2023 – 27 July 2023

DESCRIPTION:	This application is for change of use from hotel to a mixed use hotel and car wash facility within the grounds of the hotel. The car wash is currently subject to a planning contravention notice in its present position. This application is for retention of the car wash facility but in a new location away from the entrance to the hotel in a less imposing position with less impact on the setting of the hotel. We also propose to move the advertising signage to the new position and introduce a mobile smaller sign at the entrance.	
HORLEY TOWN COUNCIL COMMENTS	<ul> <li>Horley Town Council objects on the following grounds: - <ol> <li>Lack of detail regarding drainage into the public sewer system</li> <li>Concern regarding contamination of the Burstow Stream with wastewater</li> <li>Concern regarding the impact of wastewater on wildlife</li> <li>Concern regarding vehicles leaving the site crossing the paths of pedestrian and cyclists due to inadequate sight lines at the exit.</li> </ol></li></ul>	

10. RBBC Letter Dated: 17.07.23	Application No: 23/01219/HHOLD
LOCATION:	22 Castle Drive Horley Surrey RH6 9DB
DESCRIPTION:	Proposed single/two storey rear/side extension.
HORLEY TOWN COUNCIL COMMENTS	No objections

11. RBBC Letter Dated: 14.07.23	Application No: SCC 2023-0064
LOCATION:	The Oakwood School, Balcombe Road, Horley, Surrey RH6 9AE
DESCRIPTION:	The erection of five (5 No) lighting columns and LED lighting lanterns within parking zone 1 and four (4 No) lighting columns and LED lighting lanterns with in parking zone 2 (part retrospective).
HORLEY TOWN COUNCIL COMMENTS	No objections subject to their being a reasonable time at which the lights will be switched off.

12. RBBC Letter Dated: 17.07.23	Application No: <u>23/01306/HHOLD</u>
LOCATION:	15 Fairfield Avenue Horley Surrey RH6 7PB

DESCRIPTION:	Construction of a rear ground floor single storey extension abutted to the rear of the original house and the existing single storey kitchen in order to create a new rear entrance lobby and a shower room with toilet and wash hand basin
HORLEY TOWN COUNCIL COMMENTS	No objections

13. RBBC Letter Dated: 21.07.23	Application No: 23/01395/HHOLD
LOCATION:	Homelea 12 Smallfield Road Horley Surrey RH6 9AU
DESCRIPTION:	Retrospective permission for a detached garage following as built changes to approved application 20/00897/HHOLD
HORLEY TOWN COUNCIL COMMENTS	No objections

14. RBBC Letter Dated: 21.07.23	Application No: 23/00847/CLE
LOCATION:	The Gatwick Cambridge Hotel 19 Bonehurst Road Horley Surrey RH6 8PP
DESCRIPTION:	Hotel and airport related parking of motor vehicles on the land shown edged red on the plan provided with this application. The applicant is also the owner of the land edged blue on the said plan.
HORLEY TOWN COUNCIL COMMENTS	No objections subject to the use of the car park being restricted to parking for hotel residents only.

15. RBBC Letter Dated: 21.07.23	Application No: <u>23/01352/F</u>
LOCATION:	Gainsborough Lodge Hotel 39 Massetts Road Horley Surrey RH6 7DT
DESCRIPTION:	The replacement of the existing fully glazed conservatory on the south side of the building with a permanent structure and roofing over the existing open rear yard. The replacement extension will contain two additional en-suite bedrooms and a section of the reconfigured guest breakfast room.

HORLEY TOWN COUNCIL COMMENTS	No objections subject to no adverse comments from the Conservation Officer
16. RBBC Letter Dated: 24.07.23	Application No: <u>23/01402/S73</u>
LOCATION:	Unit 109 19 Station Road Horley Surrey RH6 9HW
DESCRIPTION:	Erection of an additional storey with a flat roof to 19 Station Road and the conversion of the existing two bed flat at first floor level to create three new residential dwellings (four units in total), together with associated balconies, cycle, refuse storage and off-street parking as well as minor alterations to flat at 17a Station Road. Variation of conditions 1 and 6 of permission 22/01961/F - redesign of the approved combined storage area at the front of the Site, revised cycle parking storage provision and associated revisions to the approved drawings
HORLEY TOWN COUNCIL COMMENTS	No objections

17. RBBC Letter Dated: 24.07.23	Application No: 23/01432/HHOLD
LOCATION:	Amberley Meath Green Lane Horley Surrey RH6 8HY
DESCRIPTION:	Single storey side and rear extension along with demolition of existing conservatory.
HORLEY TOWN COUNCIL COMMENTS	No objections

18. RBBC Letter Dated: 25.07.23	Application No: 23/01447/HHOLD
LOCATION:	11 Ashleigh Close Horley Surrey RH6 8AJ
DESCRIPTION:	Two storey rear and side extension and single storey rear extension.
HORLEY TOWN COUNCIL COMMENTS	Horley Town Council OBJECTS on the following grounds:
	i. Scale and massing creating a terracing effect having an adverse impact upon the character of the area and the street
	scene.

## Tree Works (Non-Felling)

A. RBBC Letter Dated: 29.06.23	Application No: 23/01267/TPO
LOCATION:	Little Paddock Apperlie Drive Horley Surrey RH6 9EU
DESCRIPTION:	T1 Large Oak Tree Crown raising to 7m in arears via the
	shortening of 5 third and fourth growth branches on 10 the
	Coronets property side; in accordance with section 7 of British
	Standard 3998:2010. Due to excessive shading, low amenity

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	value & reduce likelihood of further damage to outbuildings. Various cuts.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 29.06.23	Application No: 23/01301/TPO
LOCATION:	17 Jennings Way Horley Surrey RH6 9SF
DESCRIPTION:	<ul> <li>T1 Oak- Crown lift to height of 7m back to source, prune lateral branches growing towards house by 2m. Tree is mature specimen and is causing excessive shading. Crown lift will increase light spill.</li> <li>This crown lift will match pruning works carried out at 11 Jennings way to increase light spill. T2 Ash- Crown lift to height of 7m back to source, prune lateral branches growing towards house by 2m. Tree is mature specimen and is causing excessive shading. Crown lift will increase light spill. This crown lift will match pruning works carried out at 11 Jennings Way to increase light spill. This crown lift will match pruning works carried out at 11 Jennings Way to increase light spill. T3 Hornbeam- Remove limb that is damaging fence and growing towards neighbours property. Reduce remaining crown by 2m maintaining natural shape.</li> <li>Limb is growing excessively over neighbours property and causing damage to fence.</li> </ul>
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 03.07.23	Application No: <u>23/01276/TPO</u>
LOCATION:	Street Record Le May Close Horley Surrey
DESCRIPTION:	jT1. Ash LHS of entrance. Large tree roadside, Ivy covered lower stem, has multiple Limb removals, large cavity Northern aspect of main stem at 3 metres, Inonotus on stem and halfway up stem. Woodpecker holes on main stem at approx. 8 metres. Recently

	dropped a large stem to the North Make new Pollard at 7 metres from ground level. T2. Lime north of item 1 - Remove snapped hanging branches. 22x12m down to 7m - Safety Works
HORLEY TOWN COUNCIL	No objections, subject to no adverse comments from the Tree
COMMENTS (Planning Officer delegation):	Officer.

D. RBBC Letter Dated: 03.07.23	Application No: 23/00825/TPO
LOCATION:	Land To The Side Of 1 Regents Mews Horley Surrey RH6 7AN
DESCRIPTION:	Oak (T1) - To reduce mature Oak located in front of the right hand side block of flats back on building side by 2.0m (previous reduction points) to reduce the encroachment towards the building. All branches will be pruned to appropriate growth points. All works are carried out to BS 3998: 2010 Tree work recommendations. A well balanced shape will be maintained. The tree is starting to get to close to the building.
HORLEY TOWN COUNCIL	No objections, subject to no adverse comments from the Tree
COMMENTS (Planning Officer	Officer.
delegation):	

E. RBBC Letter Dated: 26.07.23	Application No: 23/01506/TPO
LOCATION:	131 Balcombe Road Horley Surrey RH6 9BX
DESCRIPTION:	T3 Lime - Reduce height and lateral branches by 4m maintaining natural shape and back to suitable growth points. Tree is large and is causing excessive shading.
HORLEY TOWN COUNCIL	No objections, subject to no adverse comments from the Tree
COMMENTS (Planning Officer	Officer.
delegation):	

## The following applications are for information only

26.06.23

23/01272/PDE - 10 Haroldslea Close Horley Surrey RH6 9DZ | Single storey rear extension. Max height 3.2m, height at eaves 3.2m and extending 5.57m beyond the rear wall.

#### 03.07.23

<u>23/01392/CON</u> – The Oakwood School Balcombe Road Horley Surrey RH6 9AE | The erection of five (5 No) lighting columns and LED lighting lanterns within parking zone 1 and four (4 No) lighting columns and LED lighting lanterns with in parking zone 2 (part retrospective).

<u>04/02120/RM2C/NMAMD3</u> – Horley North West Development Meath Green Lane Horley Surrey | Non material amendment to 04/02120/RM4B to make a further design change to the play area LEAP L2 by relocating the 'bridge' play equipment to the south-east corner of the play area.

<u>22/01961/NMAMD1</u> – 17-19 Station Road Horley Surrey RH6 9HW | Non material amendment to 22/01961/F. Minor changes to the internal layout of flats 19A and 19E

10.07.23

17.07.23

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