

**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 9 October, at 7.30 pm

<b>Present</b>	<b>Cllrs</b>	Mike George (Chairman) James Baird Giorgio Buttironi Linda Mabbett Simon Marshall Richard Olliver
<b>In Attendance</b>		Members of the Public (1) Joan Walsh (Town Clerk) Judy Morgan (Administrative Officer)

**P 6202                    Apologies and Reasons for Absence**

***RESOLVED: that the apologies of Cllrs Banwait, Biggs, Etheridge, Hudson, Samantha Marshall, Powell and Stimpson shall be accepted for reasons as specified in the Attendance Register.***

**P 6203                    Disclosable Pecuniary Interests and Non-Pecuniary Interests**

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

**Public Forum**

**P 6204                    RBBC Development Management Plan**

The resident enquired as to the Council's views on the RBBC Development Management Plan. Councillor George responded that the Council's responses to the [Regulation 18](#) and [Regulation 19](#) consultations were a matter of public record and had been published on the website. The Council was in receipt of the timetable for the public enquiry, starting on 30 October, and Members would be attending to make representations on behalf of the Town Council.

**P 6205                    Planning Application: [18/01796/HHOLD](#) Hatch End, Apperlie Drive, Horley RH6 9EU**

*At the Chairman's request, it was agreed to suspend Standing Orders so that the above matter (Agenda item 8) could be brought forward to this part of the meeting.*

The resident referred to the above Planning Application for the proposed creation of a link between the existing house and "coach house" outbuilding; conversion of outbuilding to 1No. kitchen, 1No. bathroom and 1No. lounge; and conversion of existing kitchen into 1No. Bedroom, as amended on 17/09/2018.

**P 6205)** He expressed concern that the impact of the plan to create a link were not fully clarified. He explained the current situation whereby there was space for vehicles to turn around, but he was concerned that, should the planned linkage go ahead, there would be insufficient space to allow vehicles to turn safely.

The Chairman thanked the speaker for his comments. Following some discussion, Members agreed that while they had no objections to the proposed linkage of the buildings, that a supplementary comment should be added to the Town Council's formal response, as follows:

***No objections to linkage of the two properties. However, the Town Council has concerns over the reduction of turning space for vehicles; particularly the implications for delivery and refuse vehicles.***

***RESOLVED: that the above Town Council's response to Planning Application: 18/01796/HHOLD Hatch End, Apperlie Drive, Horley RH6 9EU, as appended to the signed copy of these minutes and available on the Town Council and Borough Council websites, be noted.***

**P 6206** **Approval of Minutes**  
**Planning & Development Committee – 11 September 2018**

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

**Planning Updates – 11 September 2018**

**P 6207** **Parking on School Zig-Zag Road Markings, Albert Road, Horley**

The Town Clerk reported that the SCC Parking Strategy Manager would be writing to local residents in October to inform them about plans to make the zig-zag lines outside Horley Infant School, Albert Road enforceable. In the meantime, the signage would be ordered, and it was anticipated that the required changes would be implemented in early December. A further update would be provided at the next Committee meeting.

***RESOLVED: that an update on parking restrictions and enforcement outside Horley Infant School, Albert Road, be provided to the next Committee meeting.***

**Outside Bodies and Sub-Committees**

**P 6208** **Horley Town Management Group (HTMG)**

The Clerk advised that the last HTMG meeting took place on 1 October 2018 when the Horley Regeneration Manager gave an update on the High Street Pedestrian Precinct, making reference to a drawing to illustrate the planned regeneration works. He explained that the planned programme had been unavoidably postponed but was expected to start at the latter end of October. The delays were a result of further negotiations still required with various contractors to reduce rising costs which had exceeded the original budget.

There was also a requirement to provide adequate welfare facilities for workers on site and appropriate traffic regulation during the construction which needed to be resolved. To ensure adequate and safe access for delivery vehicles, some additional changes to the paving design and depths were necessary to cater for heavy vehicles. The group felt that consideration should also be given to the quality of the paving to safeguard its condition in the longer term and were assured that would be the case. A lead time of 4 weeks for materials to be ordered also had to be factored into the timetable.

Members were told that the new street furniture and planters would reflect the original specification and installed later in the project. A survey of the lighting columns had been carried out by Skanska and it was agreed that these should be well balanced to ensure enough coverage of light in all areas.

It was suggested that the 'Millenium Mosaic' be retained and protected on the site to avoid any damage during its removal which the group thought might be appropriate as a precautionary measure. However, it was anticipated that the original plan to relocate the Mosaic outside the new location for the Horley Library, in Russell Square, would be carried out in due course.

Amongst other issues discussed was the potential impact of the constructions works having on the main Christmas festivities and installing the Christmas tree. The Regeneration Manager said he would take the matter up with SCC Officers to see how these might be facilitated or if alterative arrangements would need to be made.

*(It was subsequently reported that due to additional unforeseen delays, it was unlikely that the Precinct construction would not commence before the middle of January. However, some preliminary works may be carried out before this time but it was hoped that these would not impact on any of the planned festivities in December. The Regeneration Manager would provide a further update as soon as possible.)*

The Clerk further summarised ongoing HTMG projects that were reviewed at the meeting, including the Town Centre Wayfinding Proposal and the publication of locally based defibrillators.

**RESOLVED: noted.**

**P 6209**

#### **Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 6 September to 4 October 2018.

**RESOLVED: noted.**

**P 6210**                    **Planning Applications received from Reigate & Banstead Borough Council for the period 6 September to 4 October 2018.**

***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 noted.***

**P 6211**                    **Planning Appeals – During the period 6 September to 4 October 2018**  
**Planning Appeals Received**

None received during this period.

***RESOLVED: noted.***

**P 6212**                    **Planning Appeals Determined**

None were determined during this period.

***RESOLVED: noted.***

**P 6213**                    **Ongoing Planning Matters**

No matters were raised.

***RESOLVED: noted.***

**P 6214**                    **North East Sector (The Acres)/North West Sector (Westvale Park)**

No matters were raised.

***RESOLVED: noted.***

**P 6215**                    **Town Centre Regeneration**

Members were advised that the next meeting of the Horley Regeneration Forum would take place on 30 October 2018 in the Edmonds Hall, Albert Rooms. The RBBC Regeneration Manager would forward an Agenda to the group in advance of the meeting.

***RESOLVED: noted.***

**Railway Matters**

**P 6216**                    **Horley Rail Users' Forum**

The Town Clerk reported that Cllr Graham Knight had advised that following contact he had made with the RR&DRUA, the group were not receptive to the suggestion of a separate Horley Rail Users' Forum being affiliated to the

**P 6216)** association. As a possible alternative, it was suggested that a Horley Rail Forum could perhaps be established as a non-political community group by interested rail commuters and this could be promoted by Town Council on its website and eNewsletter at a later date.

**RESOLVED: noted.**

### **Highways Matters**

**P 6217** **Electric Bus Trial**

It was noted that the Town Council had been informed by Metrobus that the company was in the process of trialling a zero-emission single decker electric bus operating on Route 400 between Caterham, Redhill, Horley, Gatwick Airport, Manor Royal, Crawley & East Grinstead. The service was open to all bus users for two weeks during the evaluation period (in October) on its performance and Metrobus was keen to receive feedback as it was part of their strategy planning to reduce emissions in areas where they operate.

**RESOLVED: noted.**

**P 6218** **Road Resurfacing - Albert Road and Victoria Road, Horley**

The Town Clerk advised that County Cllr, Kay Hammond, would be following up with Surrey Highways a date for completion of resurfacing works to the middle section of Albert Road and would pass on further updates on receipt. It was also noted that full resurfacing on Victoria Road had remained outstanding for some considerable time.

**RESOLVED: noted.**

**P 6219** **Pavement Improvements – Hevers Avenue, Horley**

On behalf of Cllr Stimpson, the Town Clerk raised concerns made about recent pavement resurfacing on Hevers Avenue which did not appear to be in need of urgent attention, whereas the pavements on Albert Road were clearly much more uneven and had not yet been added to the SCC list for repairs. The Clerk added that residents had reported issues of overgrown vegetation along Hevers Avenue in the past but a report would be passed on to Surrey Highways to enquire if the Albert Road pavements could also be factored into the programme.

**RESOLVED: noted.**

**P 6220** **Petition for Fairer Funding for Surrey's Roads**

The Town Clerk reminded members about the government Petition, campaigning for 'Fairer Funding for Surrey's Roads' which was still open for signatures until the closing date of **2 November 2018**. Full details were available on the [HTC website](#).

**P 6220 SCC Highways Bulletins**

**RESOLVED: that receipt be noted of the latest SCC Highways Bulletins (already circulated to members).**

**P 6221 Recent Highways Communications**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
Surrey Highways	Carriageway Resurfacing – A23 Horley Road, Redhill	17.9.18	Noted.

**RESOLVED: noted.**

**P 6222 Airport Matters**

**Appointment of the new Chairman of GATCOM**

The Town Clerk told members that the former Chief Executive of Horsham District Council, Tom Crowley, had been appointed as the new Chair of the Gatwick Airport Consultative Committee (GATCOM) - the statutory, independent advisory body and critical friend of the airport. He would be taking up his role in January 2019.

**RESOLVED: noted.**

**P 6223 Recent Airport Communications**

<b>From</b>	<b>Subject</b>	<b>Received</b>	<b>Action</b>
GATCOM	CAA Consultation: draft Airspace Modernisation Strategy – GATCOM response.	13.9.18	Noted.
GATCOM	Weekly Newsletters & Updates	14.9.18 27.9.18) 5.10.18))	Noted.

**RESOLVED: noted.**

**P 6224 RBBC Development Management Plan Examination Hearings**

Members were advised of the timetable for the hearings, previously circulated.

**RESOLVED: noted**

**P 6225 Precept**

A training budget for Councillors was requested. This was considered especially important for planning training and in view of the elections next May.

**RESOLVED: noted**

P 6226

### Future Education Capacity in Horley

Cllr George raised concerns about the SCC Statement within the plans for the new Westvale Park school and that this provision would solve the under-capacity issue of school places in Horley. This was felt not to be the case especially as the new school would be subject to a phased opening with only the reception classes opening in autumn 2020. A similar problem had occurred at the Acres development. Given that the location of Westvale Park is equidistant with Reigate, this could be a problem for Reigate as well as Horley.

Members felt that the problem would be worse on Westvale Park as this development was larger than the Acres. Members were also concerned about the lack of 6<sup>th</sup> form school provision in Horley. It was agreed that the SCC Statement should be challenged and that a letter to Surrey County Council Education Department be drafted by the Committee.

**RESOLVED: that a further update on the matter of Future Education Capacity in Horley, be provided at the next meeting.**

P 6227

### Letters Received

From	Subject	Received	Action
Tandridge District Council	Limpsfield Neighbourhood Plan – Regulation 16 consultation	17.9.18	Noted.
Surrey County Council	The Surrey County Council Public Footpath No. 362c (Horley) Temporary Prohibition of Traffic Order 2016; Extension Notice	21.9.18	Noted.
SGN	Invitation to Public Consultation Event on 18.10.18 re proposed redevelopment of old Gasholder Site (off Balcombe Road, Horley) as new corporate HQ.	5.10.18	Noted - Event attended by the Committee Chairman and Town Clerk.
Linden Homes	Invitation to Public Consultation Event on 26.9.18 re proposed Residential Development, Bonehurst Road, Horley.	19.9.18	Noted - Event attended the Committee Chairman and Cllr Biggs and discussed resident concerns.
RBBC	DMP Draft Hearing Timetable	3.10.18	Noted.

**RESOLVED: noted.**

P 6228

Diary Dates

**Strawson Hall Open Day**

**10.30 am until 2.30 pm on Saturday 13 October 2018**

**Presentation – Future of Local Health Provision given by the East Surrey Clinical Commissioning Group**

**Albert Rooms at 6.30 pm on Tuesday 6 November 2018**

**All Town Councillors are invited to attend**

*RESOLVED: noted.*

P 6229

**Urgent Business**

No matters were raised.

*RESOLVED: noted.*

P 6230

**Press Release**

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

Meeting closed at 8.43 pm

Date of next meeting: 6 November 2018



**Planning & Development Committee**  
**Declarations of Interest**

**Date of Meeting: 9 October 2018**

<b>Councillor(s)</b>	<b>Pecuniary or Non-Pecuniary</b>	<b>Reference</b>	<b>Location</b>	<b>Details</b>
Olliver	Non- Pecuniary	<a href="#">18/01736/F</a>	The Grove Meeting Hall The Grove Horley Surrey RH6 9HF	Proximity to a relative's property.

**List of Planning Comments**  
**7 September to 4 October 2018**

**To see plans please CTRL+click on the application number to follow the link .**

<b>1. RBBC Letter Dated: 07/09/18</b>	<b>Application No: <a href="#">18/01854/HHOLD</a></b>
LOCATION:	23 Balcombe Gardens Horley Surrey RH6 9BY
DESCRIPTION:	Demolition of existing flat roofed rear garage extension and replacement with a smaller pitched roof rear garage extension, insertion of 3no. roof windows, removal of secondary flue stack, installation of external wall insulation, new permeable driveway surface, boundary fencing to sides and rear and new dwarf boundary wall and gateway to front. Fencing and wall replacing existing hedging.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objection</b>
<b>2. RBBC Letter Dated: 10/09/18</b>	<b>Application No: <a href="#">18/01691/F</a></b>
LOCATION:	Mayfield Court 56 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	Amendments to approved application ref 16/00870 - Erection of side and rear extension to existing building and creation of 4 additional flats (to make 8 in total) with associated parking; incorporating here a single roof-mounted and tile-hung screened automatic opening vent (AOV), being provided to comply with the relevant building regulations.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objection</b>
<b>3. RBBC Letter Dated: 13/09/18</b>	<b>Application No: <a href="#">18/01531/CU</a></b>
LOCATION:	The Jack Fairman 30 Victoria Road Horley Surrey RH6 7PZ
DESCRIPTION:	Pavement cafe increased.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<p><b>The Town Council OBJECT on the following grounds: -</b></p> <ul style="list-style-type: none"> <li><b>i. it will reduce public amenity space</b></li> <li><b>ii. excessive encroachment on to the public footpath</b></li> <li><b>iii. disproportionate reduction in public access to paved area between the Jack Fairman and Victoria Road .</b></li> </ul> <p><b>The Council is of the opinion that Weatherspoon already have adequate seating within curtilage.</b></p>

**List of Planning Comments**  
**7 September to 4 October 2018**

<b>4. RBBC Letter Dated: 17/09/18</b>	<b>Application No: <u>18/01903/HHOLD</u></b>
LOCATION:	69 Parkhurst Road Horley Surrey RH6 8EU
DESCRIPTION:	Part two storey, part single storey rear extension. Hip to gable end roof.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objection</b>

<b>5. RBBC Letter Dated: 17/09/18</b>	<b>Application No: <u>18/01896/HHOLD</u></b>
LOCATION:	9 Spiers Farm Close Horley Surrey RH6 7BW
DESCRIPTION:	Proposed single storey rear extension 4100mm (width) x 4000mm (projection)
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objection</b>

<b>6. RBBC Letter Dated: 17/09/18</b>	<b>Application No: <u>18/01624/HHOLD</u></b>
LOCATION:	79 Albert Road Horley Surrey RH6 7HB
DESCRIPTION:	Erection of a single storey rear kitchen extension.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objection</b>

<b>7. RBBC email Dated 25/09/18</b>	<b>Application No: <u>SCC 18/01912/CON</u> - Proposed primary school</b>
LOCATION:	Proposed Westvale Park Primary School Site, off Webber Street, Westvale Park Development, Horley, Surrey
DESCRIPTION:	Construction of a two storey, 2 form of entry primary school comprising dining, kitchen, staffroom, library, nursery, classrooms, stores and plantroom with associated landscaping, parking, cycle stores and play spaces including multi-use games area.
<b>HORLEY TOWN COUNCIL COMMENTS (ratified at meeting, 9/10/18)</b>	<b>No objections</b>

**List of Planning Comments**  
**7 September to 4 October 2018**

<b>8. RBBC Letter Dated: 20/09/18</b>	<b>Application No: <u>18/01796/HHOLD</u></b>
LOCATION:	Hatch End Apperlie Drive Horley Surrey RH6 9EU
DESCRIPTION:	Creation of link between the existing house and "coach house" outbuilding. Conversion of outbuilding to 1No. kitchen, 1No. bathroom and 1No. lounge. Conversion of existing kitchen into 1No. Bedroom. As amended on 17/09/2018.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>No objections to linkage of the two properties. However the Town Council has concerns over the reduction of turning space for vehicles; particularly the implications for delivery and refuse vehicles.</b>

<b>9. RBBC Letter Dated: 20/9/18</b>	<b>Application No: <u>18/01937/HHOLD</u></b>
LOCATION:	4 Pine Gardens Horley Surrey RH6 7RH
DESCRIPTION:	Rear extension, garage conversion , internal modifications and creating additional parking space on driveway.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>No objections.</b>

<b>10. RBBC Letter Dated: 21/09/18</b>	<b>Application No: <u>18/01952/HHOLD</u></b>
LOCATION:	38 The Meadway Langshott Horley Surrey RH6 9AW
DESCRIPTION:	Single storey rear extension.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>No objections.</b>

<b>11. RBBC Letter Dated: 26/09/18</b>	<b>Application No: <u>18/01965/F</u></b>
LOCATION:	1 Yattendon Road Horley Surrey RH6 7BS
DESCRIPTION:	Conversion of the existing former warehouse building to a residential coach house.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>The Town Council OBJECTS on the following grounds: -</b> <ul style="list-style-type: none"> <li><b>i. The dwelling does not provide any outside amenity space for future occupants</b></li> <li><b>ii. There is no onsite parking provision</b></li> </ul>

**List of Planning Comments**  
**7 September to 4 October 2018**

<b>12. RBBC Letter Dated: 4/10/18</b>	<b>Application No: <u>18/01576/F</u></b>
LOCATION:	Middleton House 43 - 49 High Street Horley Surrey RH6 7BN
DESCRIPTION:	Erection of a three storey rear extension to provide nine flats. As amended on 04/10/2018.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>No objections.</b>

<b>13. RBBC Letter Dated: 4/10/18</b>	<b>Application No: <u>18/01736/F</u></b>
LOCATION:	The Grove Meeting Hall The Grove Horley Surrey RH6 9HF
DESCRIPTION:	Erection of replacement hall with parking. As amended on 4/10/2018
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>No objections. However, the Town Council suggests that for the benefit of residents, the applicant should submit a travel plan showing potential for car sharing, in view of the potential number of people attending the hall and the limited number of parking spaces.</b>

<b>14. RBBC Letter Dated: 4/10/18</b>	<b>Application No: <u>18/02063/TPO</u></b>
LOCATION:	Copperwood 3 Russells Crescent Horley Surrey RH6 7DJ
DESCRIPTION:	Oak T1 in Rear Garden to be felled due to bad decay at base. As can be seen in attached pictures of tree showing visible signs of decay at many different area at base of tree and is in decline. There is a risk the tree could fail in the future so on the grounds of H&S the client has applied to fell the tree and replant the same species.
<b>HORLEY TOWN COUNCIL COMMENTS Planning Committee meeting, 9/10/18</b>	<b>The Town Council supports the decision of the Tree Officer.</b>

**List of Planning Comments**  
**7 September to 4 October 2018**

**Tree Works (Non-Felling)**

<b>A. RBBC Letter Dated:3/10/18</b>	<b>Application No: <u>18/02058/TPO</u></b>
LOCATION:	15 Hutchins Way Horley Surrey RH6 8JN
DESCRIPTION:	(T1) Oak tree- Reduce crown by 2.5m leaving at a height of 14m and width of 12m, lightly thin and crown clean and lightly raise crown. To allow more light into property and neighbouring property as very close to house and to keep in check
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

<b>B. RBBC Letter Dated:/18</b>	<b>Application No: <u>18/02001/TPO</u></b>
LOCATION:	Gallihus Langshott Lane Langshott Horley Surrey RH6 9AH
DESCRIPTION:	Oak (T1) - Reduce by 1.5 - 2m Oak (T2) - Reduce by 1.5 - 2m
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>