



## **Horley Town Management Group (HTMG)**

A meeting took place on 12 November and the following topics were discussed:

**P 6635**

### **Electricity in the Precinct**

The Clerk reported that very unexpectedly, the Town Council was being asked, once the new electricity cabinet in the Precinct becomes metered, to be responsible for paying bills to the utility company for energy consumption and then calculating the amount used by each user and reclaiming from them. In the past, Surrey County Council (SCC) covered the electricity consumption but would no longer be doing so. Whilst supporting community events, the Town Council has no direct control over any community events held in the Precinct, or the organisers. However, time was of the essence in that the Christmas Carol Service and HATS Christmas Fair were fast approaching. The Clerk added that RBBC's Head of Place Delivery offered not to invoice HTC for the one half cost of the new community noticeboard, if HTC agreed to cover the electricity.

After further discussion, Members made the following points:

- The Town Council should not take responsibility for the electricity consumption as the events were not Council events.
- Concerns over the accruing costs of ongoing maintenance and electricity usage were raised.
- As the cabinet is positioned on Highways land and remains an SCC asset, it should stay under the control of the County Council in all respects.
- The Town Council could be seen in an unfavourable light for charging for electricity for community events.
- It was unfortunate to be faced with this situation so close to Christmas.

***RESOLVED: that the Town Clerk follows up on the matter of electricity provision in the Precinct with SCC and RBBC and provides an update at the next Committee meeting.***

**P 6636**

### **Other topics discussed**

#### **UK Power Networks – Reinstatement of the Precinct after Emergency Works:**

The Planning Chairman advised that it is a statutory duty for the paving to be returned to its original state by the utility company, following emergency works carried out. SCC has legal powers to ensure a satisfactory resolution, and it is understood that they intend to insist this matter is resolved favourably. At this stage, however, no timeframe was known for resolving the matter.

#### **Loading Bay Signage:**

The Planning Chairman reported that, disappointingly, the signage was not in place when the site meeting was held but the wording 'Goods vehicles loading only' is correct and complies with national guidance. It was thought that an ANPR system would be an ideal enforcement measure for the Precinct. Although SCC has powers to introduce this type of electronic enforcement, to date, it had not been taken forward as policy.

**P 6636 )**

#### **Additional Town Centre Signage:**

The Planning Chairman said that the Wayfinding Group has been moving forward with proposals for a combination of totem, flag and map signage to be placed in the Precinct and surrounding areas. Once a business case has been presented to RBBC to apply for monies from the Mary Portas Fund, it had been suggested that Horley Town Council would become responsible for its ongoing maintenance. The Town Council has no statutory powers to take over responsibility for equipment positioned on the public highway and the additional signage is under the aegis of the Horley Town Management Group, not the Town Council. The exact location of the signage and ongoing maintenance were yet to be resolved with SCC.

**RESOLVED: noted.**

**P 6637**

It was noted that the date of the next HTMG meeting had yet to be announced in view of the merger arrangements in hand with the Horley Regeneration Forum. However, further details would be provided by the Clerk once a date had been arranged with RBBC.

**RESOLVED: noted.**

**P 6638**

#### **Determined Planning Applications**

Members reviewed the list of Planning Applications determined for the period 18 October - 14 November 2019.

**RESOLVED: noted.**

**P 6639**

#### **Planning Applications received from Reigate & Banstead Borough Council for the period 18 October - 14 November 2019.**

**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.**

#### **Planning Appeals – During the period 18 October - 14 November 2019**

**P 6640**

#### **Planning Appeals Received**

Members reviewed the list of Planning Appeals Received for the period 18 October - 14 November 2019.

**RESOLVED: noted.**

**P 6641**

#### **Planning Appeals Determined**

Members reviewed the list of Planning Appeals Determined for the period 18 October - 14 November 2019.

**RESOLVED: noted.**

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

**P 6642** The Planning Chairman reported that there had been an increase in noise complaints from aircraft from residents of Westvale Park.

**RESOLVED: noted.**

**P 6643** Cllr Saunders reported that he had had a meeting with Borough Cllr, Derek Allcard, who was keen to progress the proposal of a width restriction on Cross Oak Lane due to the development of the North Gatwick Gateway. Cllr Saunders had suggested that the junction be opened up in conjunction with any proposed width restrictions and he was hopeful that some positive progress might be made in this regard.

**RESOLVED: noted.**

### **Town Centre Regeneration**

**P 6644** **Horley Regeneration Forum (HRF)/Horley Town Management Group (HTMG) Merger**

The Clerk advised that at the recent HTMG meeting, the RBBC Place Project Manager, Carrie Barton, had circulated some draft proposals for the new Terms of Reference, summarised below:

- The proposed name of 'Horley Place Partnership' was not well received, and it was suggested that the word 'Place' be replaced to reflect community participation in the new group.
- The new group's objectives should encompass growth, success and development of all areas of Horley and that voluntary and community groups should be able to become involved.
- The Chairman should be a Councillor and the Vice Chairman should come from a community group.
- The core steering group should be kept confined and interested community groups should be invited to participate to share their levels of expertise, past experiences and vision for the future of Horley where the topics under discussion match their particular interests.
- The seven Nolan Principles should be adopted to reflect the ethical standards of the new group.
- The Place Project Manager suggested that 4 meetings per year would be sufficient and indicated that she would not be in a position to support extra meetings. However, HTMG members felt that a frequency 6 meetings per year would be required. Cllr George suggested that the best way forward would be to have an annual workplan and programme of dates produced.

It was hoped that the inaugural meeting of the combined group would take place in January 2020, once the rewording of the revised Terms of Reference had been agreed. In the meantime, representation from the Town Council would need to be agreed.

**RESOLVED: noted.**

### **Railway Matters**

**P 6645 GTR Passenger Benefit Fund – Proposed Schemes timetable**

The Clerk reported that Horley Station was in the first tranche of stations to receive benefits through the Scheme but the improvement works had yet to be confirmed.

**RESOLVED: noted.**

**Highways Matters**

**P 6646 Pavement Audit Group Meeting**

Cllr Stimpson informed Members that the first meeting of the new Pavement Audit Group took place on 30 October 2019. There had been a good discussion and a questionnaire had been developed together with a request for photographic evidence. Members gave many examples of the problems stopping Horley from being an accessible town including vans blocking pavements, a lack of dropped kerbs, a lack of visibility and large puddles. A further update would be provided at the next Planning meeting.

**RESOLVED: noted.**

**P 6647 Brighton & Hove Metrobus: Sustainability Report 2019**

The Town Clerk drew Members attention to the recently circulated Sustainability Report which covered topics such as putting passengers at the heart of what we do; helping communities grow stronger; heart and soul: building resilient teams; creating clean-air communities and key data.

**RESOLVED: noted.**

**P 6648 Access to Horley Row**

The Clerk reported that a few complaints had been received from residents about the lack of access from Horley Row onto Brighton Road at the Chequers Roundabout. This had been caused by emergency works and had not therefore been notified to the Town Council in advance, nor was there any information available on the SCC website.

**RESOLVED: noted.**

**P 6649 SCC Highways Bulletins**

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

**Airport Matters**

**P 6650 GATCOM Meeting: 17 October - Key Messages**

The Town Clerk said that these had been previously circulated to all Members and included a report on the LEP's current consultation on the Economic Profile of the Coast to Capital area was presented; an overview of Gatwick's performance was given and there was a report from the special meeting of the GATCOM Steering Group.

**RESOLVED: noted.**

**P 6651 GAL Route 4 Standard Instrument Departures Workshop, 30 October 2019.**

The Planning Chairman said he attended the above workshop as the Town Council's representative. He said that the Route 4 redesign was under debate and a further workshop was planned. There were a number of possible variations, but a key factor was that any new route should be within the Noise Preferential Routes (NPR).

**RESOLVED: noted.**

**P 6652 GATCOM: Weekly Newsletters & Updates**

These had previously been circulated to Members for information.

**RESOLVED: noted.**

**P 6653 Recent Airport Communications**

From	Subject	Received	Action
GATCOM	Weekly Newsletters & Updates	1.11.19) 8.11.19) 15.11.19)	Noted
GATCOM	Extract from Airports of the World magazine	11.11.19	Noted
GATCOM	Runway Closures Rev 10	11.11.19	Noted
GATCOM	Key Messages	31.10.19	Noted

**RESOLVED: noted.**

**P 6654 Precept 2020/21**

**RESOLVED: noted that the Planning Committee had no precept requirements beyond sufficient training which had already been set in the Councillor Training budget.**

**P 6655 Reigate & Banstead Borough Council (RBBC): Draft Corporate Plan (Priorities and Commitments) Consultation 2020-25**

The Clerk gave an overview of the outcomes from the consultation following the presentation that took place on 6 November. A copy of the presentation had been circulated to all Members. The Corporate Plan was due for adoption in January 2019.

**P 6655 ) RESOLVED: noted.**

P 6656 TfSE: Draft Transport Strategy Consultation (Closing Date: 10 January 2020)

**RESOLVED: that the Planning Chairman would draft a response for discussion at the next Planning Meeting.**

P 6657 Surrey County Council Highways - [Future Service and Contract Consultation](#) (Closing Date: 24 November 2019)

The Town Clerk advised that the consultation invited individual responses to an online survey and she encouraged Members to participate.

**RESOLVED: noted.**

P 6658 SCC Briefing on Surrey Superfast Broadband

An overview of the joint SCC Surrey Superfast Broadband briefing with HTC and Salfords & Sidlow Parish Council, held earlier in the evening, was received, as summarised below:

The Chairman of Planning welcomed Katie Brennan representing the Surrey County Council Superfast Surrey Broadband Programme and the Clerk and Councillors from Salfords and Sidlow Parish Council.

She gave an update on Broadband Surrey including an overview of the historic infrastructure for providing broadband and what Surrey had been doing to improve the situation. SCC decided to invest in 2012 and since then more than 90,000 properties have benefited from the programme. The second deployment began in 2017 and will shortly be coming to an end. In terms of premises, according to an independent monitoring agency, Surrey have achieved 98% coverage. She said that much of Surrey 's current infrastructure was based on fibre and that most people received reasonable speeds. In RBBC only 0.07% were unable to access 2 MB download speed but there were still a few hard to reach 'not' spots especially in Salfords and Sidlow. Post Codes in Horley all have access to good infrastructure with good average speeds.

Surrey's scheme can only deploy infrastructure where it is not being commercially considered. Commercial companies look to deploy where they will get good take up of the service.

She explained two options available for where community or business is excluded from commercial superfast broadband rollout plans.

The government's [Gigabit Voucher Scheme](#).

Gigabit vouchers can be used by small businesses and local communities to off-set the installation cost of a gigabit-capable connection. Businesses can claim up to **£2,500** against the cost of such a connection either individually or as part of a group project. Residents can also benefit from the scheme with a voucher worth **£500** as part of a group project.

Rural communities can claim even more, with [Rural Gigabit Vouchers](#) offering up to **£3,500** for small to mid-sized businesses and **£1,500** for residents to support the cost of installation of new gigabit-capable connections.

P 6658 ) Other options available include;

- Working with network providers on a community initiative;
- Investigating alternative wireless technologies;

- Investigating a privately leased line (likely to be expensive); and
- Once the [Universal Service Obligation \(USO\)](#) is implemented around **March 2020**, there will be a right to request a broadband service of over 10 Mbps or more from your network service provider.

Finally, she answered questions from the audience and encouraged Members to promote the opportunities as widely as possible.

The Planning Chairman thanked the SCC Officer her presentation (and a further note of thanks was subsequently sent from the Clerk).

**RESOLVED: that copies of the presentation be circulated to all Members and that the broadband opportunities be promoted on the [website](#) and in the eNewsletter.**

P 6659

#### Letters Received

From	Subject	Received	Action
Tandridge DC	Local Plan Newsletter	4.11.19 11.11.19	<b>Noted</b>
Resident	Parent Parking on Grass Verges	15.11.19	<b>Noted</b>
MetroBus	Sustainability Report 2019	1.11.19	<b>Noted</b>
MetroBus	Bus company backs Royal British Legion's Poppy Appeal	5.11.19	<b>Noted</b>

**RESOLVED: noted.**

P 6660

#### Diary Dates

**RESOLVED: that upcoming events be noted, including the Meeting of the Pavement Audit Group on Wednesday 27 November 2019 and the Town Centre Carol Service & Councillors' Hospitality on the Morning of Saturday 14 December 2019.**

P 6661

#### Items for Future Consideration

No matters were raised.

**RESOLVED: noted.**

P 6662

#### Press Release

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

Meeting closed at 9.09 pm

Date of next meeting: 17 December 2019



## List of Planning Comments

Registered by Reigate & Banstead Borough Council

During the period 18 October – 14 November 2019.

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

<b>01. RBBC Letter Dated: 24/10/19</b>	<b>Application No: <a href="#">19/02030/HHOLD</a></b>
LOCATION:	12 Balcombe Gardens Horley Surrey RH6 9BY
DESCRIPTION:	Construct two front dormers, a large rear gabled dormer and new pitched roof over rear extension together with replacement windows and doors to dwelling.
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/11/19</b>	<b>No objections</b>

<b>02. RBBC Letter Dated: 24/10/19</b>	<b>Application No: <a href="#">19/02046/HHOLD</a></b>
LOCATION:	61 Castle Drive Horley Surrey RH6 9DD
DESCRIPTION:	Demolition of side/rear extension. Construction of side/rear extension and reformation of roof to form loft conversion.
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/11/19</b>	<b>No objections</b>

<b>04. RBBC Letter Dated: 28/10/19</b>	<b>Application No: <a href="#">19/02043/HHOLD</a></b>
LOCATION:	34 Bolters Road South Horley Surrey RH6 8HT
DESCRIPTION:	Double storey side extension with single storey rear extension. Retaining garage access into new store room and utility space, creating ground floor shower room and larger kitchen to rear and creating new first floor bedroom.
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/11/19</b>	<b>The Town Council OBJECTS as the first floor of the proposed extension would impact on the amenity of no.36 which has a side window at first floor level.</b>  <b>No objections to the ground floor element.</b>

<b>05. RBBC Letter Dated: 24/10/19</b>	<b>Application No: <a href="#">19/00490/HHOLD</a></b>
LOCATION:	10 Upfield Close Horley Surrey RH6 7LG
DESCRIPTION:	Proposed single storey rear extension. As amended on 23/10/2019 and on 24/10/2019.
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/11/19</b>	<b>No objections</b>

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<b>06. RBBC Letter Dated: 29/10/19</b>	<b>Application No: <a href="#">19/02075/HHOLD</a></b>
LOCATION:	8 Church Walk Horley Surrey RH6 7EE
DESCRIPTION:	Single storey rear extension
<b>HORLEY TOWN COUNCIL COMMENTS ratified at meeting, 19/11/19</b>	<b>No objections</b>

<b>03. RBBC Letter Dated: 25/10/19</b>	<b>Application No: <a href="#">19/01973/OUT</a></b>
LOCATION:	171-175 Smallfield Road Horley Surrey RH6 9LR
DESCRIPTION:	Erection of 11no. detached dwellings with associated parking and access road. Alterations to 175 Smallfield Road to facilitate new access road.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>The Town Council OBJECTS for the following reasons: -</b> <ul style="list-style-type: none"> <li>➤ <b>Concerns that the proposal is in Flood Zone Zone 2 and note the concerns of Surrey County Council with respect to the flooding and mitigation</b></li> <li>➤ <b>Potential negative impact on neighbour amenity to numbers 171 and 173 from plots 3 and 4</b></li> <li>➤ <b>No requirement in the DMP for a housing contribution from this site.</b></li> <li>➤ <b>Inappropriate development in the Rural Surrounds of Horley when there is a need to continue to protect the countryside in accordance with national policy, which recognises the intrinsic character and beauty of the countryside.</b></li> </ul>

<b>07. RBBC Letter Dated: 30/10/19</b>	<b>Application No: <a href="#">04/02120/RM5C</a></b>
LOCATION:	Horley North West Development Meath Green Lane Horley Surrey
DESCRIPTION:	Reserved Matters Application for 78 dwellings on Phase 5 of development at North West Horley (access, appearance, landscaping, layout and scale) pursuant to 04/02120/OUT and associated car parking, landscaping, levels and drainage.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

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During the period 18 October – 14 November 2019.

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<b>08. RBBC Letter Dated: 31/10/19</b>	<b>Application No: <a href="#">19/02113/S73</a></b>
LOCATION:	Ferndown 64 Oakwood Road Horley Surrey RH6 7BX
DESCRIPTION:	Proposed dormer to front elevation. Variation of conditions 1 and 3 of permission 18/01707/HHOLD amendment to size of dormer and materials.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

<b>09. RBBC Letter Dated: 04/11/19</b>	<b>Application No: <a href="#">19/02146/HHOLD</a></b>
LOCATION:	2 Priory Close Horley Surrey RH6 8AX
DESCRIPTION:	Proposed single storey extension to rear and two storey extension to side.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

<b>10. RBBC Letter Dated: 05/11/19</b>	<b>Application No: <a href="#">19/02141/S73</a></b>
LOCATION:	The Turret 48 Massetts Road Horley Surrey RH6 7DS
DESCRIPTION:	2 x 4 bed detached houses with integral garages, and associated private amenity areas, 3 visitors parking spaces and refuse and recycling storage. Variation of conditions 5 and 6 of permission 18/00897/F. Removal of a TPO.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>

<b>11. RBBC Letter Dated: 05/11/19</b>	<b>Application No: <a href="#">19/02189/ADV</a></b>
LOCATION:	The Foresters Public House 88 Victoria Road Horley Surrey RH6 7AB
DESCRIPTION:	3 sets of externally illuminated text - to replace existing.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

## List of Planning Comments

Registered by Reigate & Banstead Borough Council

During the period 18 October – 14 November 2019.

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

<b>12. RBBC Letter Dated: 05/11/19</b>	<b>Application No: <a href="#">19/01845/F</a></b>
LOCATION:	Mole End 1 Church Road Horley Surrey RH6 7EY
DESCRIPTION:	Proposed new 4 bedroom detached dwelling to rear plot of 1 Church Road and associated works. As amended on 04/11/2019. (Reduced Ridge Height)
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

<b>13. RBBC Letter Dated: 07/11/19</b>	<b>Application No: <a href="#">19/02121/F</a></b>
LOCATION:	15 Church Road Horley Surrey RH6 7EY
DESCRIPTION:	Conversion of existing building into 7 no C3 residential dwellings
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

<b>14. RBBC Letter Dated: /19</b>	<b>Application No: <a href="#">19/02199/S73</a></b>
LOCATION:	Goya Developments Fomer Philips Research Laboratories South Site Crossoak Lane Salfords Surrey RH1 5HA
DESCRIPTION:	The redevelopment of the site to include four employment buildings incorporating 5 units for open B1(b), B1(c), B2 and B8 use comprising 15,831sqm GEA with associated parking and landscape planting. - Application to remove condition 23 of permission 18/01180/F which restricts the amount of B8 floorspace. Variation of conditions 1, 7, 11 and 15 of permission 19/01370/S73. Amendment to approved plans.  (Seeking to remove condition limiting floorspace allocated to Class B8 use, seeking to adjust drawing numbers)
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>The Town Council OBJECTS to the removal of the condition limiting floorspace allocated to Class B8 use. The current transport infrastructure will not support the proposal both at Cross Oak Lane and at the junction of Cross Oak Lane with the A23 especially when taking into account that the Westvale Park development access road joins in to this junction.  The introduction of more B8 use will only exacerbate the traffic issues in the general area.</b>

**List of Planning Comments**  
**Registered by Reigate & Banstead Borough Council**  
**During the period 18 October – 14 November 2019.**  
**To see plans please CTRL+click on the application number to follow the link**

<b>15. RBBC Letter Dated: /19</b>	<b>Application No: <a href="#">19/02180/CU</a></b>
LOCATION:	117 Victoria Road Horley Surrey RH6 7AS.
DESCRIPTION:	Change of use from A1 shop to D2 for a escape room business.
<b>HORLEY TOWN COUNCIL COMMENTS Planning meeting, 19/11/19</b>	<b>No objections</b>

## List of Planning Comments

Registered by Reigate & Banstead Borough Council

During the period 18 October – 14 November 2019.

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

### Tree Works (Non-Felling)

<b>A. RBBC Letter Dated: /19</b>	<b>Application No: <a href="#">19/02136/TPO</a></b>
LOCATION:	5 West Meads Horley Surrey RH6 9AF
DESCRIPTION:	T2, T3,T4 Oaks- Crown lift to height of 4.5m and reduce remaining overhang by 1.5m to suitable growth points. Tree are large for area of garden and have now begun to cause excessive shading. Lower branches have now become very low.
<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: 06/11/19</b>	<b>Application No: <a href="#">19/02212/TPO</a></b>
LOCATION:	27 Haroldslea Drive Horley Surrey RH6 9DT
DESCRIPTION:	T2 Horse Chestnut- To reduce height and lateral branches by 1.5m retaining natural shape. Crown lift to 4m over drive and 5m over highway. Tree is mature in age and is causing excessive shading due to close proximity to property. Some branches have now become targets for passing delivery vehicles causing damage when passing to T2.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>
<b>C. RBBC Letter Dated: /19</b>	<b>Application No: <a href="#">19/02271/TPO</a></b>
LOCATION:	17 Newlands Close Horley Surrey RH6 8JR
DESCRIPTION:	T2 Oak - Reduce height and lateral branches by 1.5m retaining natural shape. Tree is of mature age and is now causing excessive shading.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>
<b>D. RBBC Letter Dated: /19</b>	<b>Application No: <a href="#">19/02274/TPO</a></b>
LOCATION:	13 Newlands Close Horley Surrey RH6 8JR
DESCRIPTION:	T6 Oak - Reduce height and lateral branches by 1.5m retaining natural shape. Tree is mature in age and is now causing excessive shading.
<b>HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):</b>	<b>No objections, subject to no adverse comments from the Tree Officer.</b>